



**City Council
Regular Meeting
AGENDA**

(to be held both at the physical and virtual locations below)

Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: <https://zoom.us/j/97199426600>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 971 9942 6600
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

Or One tap mobile (for easy connection on smart phones):

US: [+16699009128](tel:+16699009128), [97199426600#](tel:+197199426600) or [+12532158782](tel:+12532158782), [97199426600#](tel:+197199426600)

Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

May 18, 2022 - 6:00 PM

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

3.a. Stormwater Permit Requirements Presentation.

Recommended Action: Receive presentation from Stone Creek Environmental Consulting regarding the City's stormwater permit and compliance requirements.

Attachments: None

3.b. Local Roadway Safety Plan (LRSP) Presentation.

Recommended Action: Receive presentation from TJKM regarding City of Ukiah's Local Roadway Safety Plan (LRSP).

Attachments: None

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

5.a. Approval of the Minutes for the May 4, 2022, Regular Meeting.

Recommended Action: Approve the Minutes for the May 4, 2022, Regular Meeting.

Attachments:

1. 2022-05-04 Draft Minutes

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.

- 7.a. Report of Disbursements for the Month of April 2022.

Recommended Action: Approve the Report of Disbursements for the Month of April 2022.

Attachments:

1. April 2022 Summary of Disbursements
2. Account Codes for Reference
3. Object Codes for Reference
4. April 2022 Disbursement Detail

- 7.b. Adoption of Resolution of the City Council Reconsidering the Circumstances of the State of Emergency and Implementing Teleconferencing Requirements for City Council and Board and Commission Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Recommended Action: Adopt a Resolution of the City Council Reconsidering the Circumstances of the State of Emergency and Implementing Teleconferencing Requirements for City Council and Board and Commission Meetings during a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Attachments:

1. AB 361 Findings Reconsideration for All Legislative Bodies

- 7.c. Consideration of Adoption of Resolution Approving Records Destruction for the Community Services and Human Resources/Risk Management Departments.

Recommended Action: Adopt resolution authorizing the destruction of outdated documents for the Community Services and Human Resource/Risk Management departments.

Attachments:

1. Proposed Resolution with Exhibit A

- 7.d. Annual Report on Mobilehome Park Stabilization Fees and Activities, and Approval to Waive Fees for the FY 2021-22.

Recommended Action: Receive report on the Mobilehome Park Stabilization Administrative Costs and Activities, and approve waiving fees for FY 2020-21, and authorized the use of the account reserves for current year administrative activities.

Attachments:

1. Ordinance No. 1126
2. Resolution No. 2020-26
3. Letter to Mobilehome Residents
4. Proposed Resolution - redline and clean

- 7.e. Consideration of Adoption of Resolution Appointing Zhao Qiu to the Diversity and Equity Standing Committee.
Recommended Action: Adopt Resolution appointing Zhao Qiu to the Persons of Color position on the Diversity and Equity Committee, to fill the unexpired term of L. Jani Sheppard, which expires on February 17, 2023.
Attachments:
1. CC Reso 2020-59 - Establishing Equity and Diversity Standing Committee
2. Application
3. Nomination
4. Proposed Resolution
- 7.f. Report of Purchase Order No. 47885 Issued to JM Integration for the Emergency Purchase of Repair Parts for the Waste Water Treatment Plant in the Amount of \$36,192.57.
Recommended Action: Council will receive report of Purchase Order No. 47885 issued to JM Integration for the emergency purchase of repair parts for the Waste Waterwater Treatment Plant (WWTP) in the amount of \$36,192.57
Attachments:
1. City Manager Approval Letter
2. JMIntegration Invoice
- 7.g. Letter of Interest to the State Water Resources Control Board (SWRCB) Regarding Consolidation of Municipal Water Providers.
Recommended Action: Approve Letter of Intent to the State Water Resources Control Board (SWRCB) regarding Consolidation of Municipal Water Providers.
Attachments:
1. Letter of Intent to Consolidate Example Council
- 7.h. Approval of the Purchase of Professional Design Engineering and Construction Management Services for the Suspended Air Flootation (SAF) and Screw Press at the Waste Water Treatment Plant from West Yost in the Amount of \$522,087.
Recommended Action: Approve the purchase of Professional Design Engineering and Construction Management Services for the Suspended Air Flootation (SAF) and Screw Press from West Yost in the amount of \$522,087.
Attachments:
1. Proposal - West Yost Scope - Solids Treatment

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)

- 11.a. Consideration of 1) Adoption of an Initial Study and Mitigated Negative Declaration; and 2) Authorization to Issue a Demolition Permit for a Structure Over the Age of 50 Years Old at 101

South Main Street; File No. 21-6155 and 21-6623 - Continued Item from the May 4, 2022, Council Meeting.

Recommended Action: Approve the Resolution adopting the ISMND with the substituted mitigation, and authorize issuance of the Demolition Permit for 101 South Main Street, based on the market analysis information provided by the applicant indicating that a viable market does not exist and consistent with Findings in Attachment 4.

Attachments:

1. Draft Minute Report for Agenda Item 11a, of the May 4, 2022, Council Meeting
2. May 4 2022 CC Staff Report (attachments omitted)
3. Initial Study & Mitigated Neg Dec, Rev May 11, 2022
4. Draft Findings
5. Draft Resolution to Adopt ISMND
6. Market Analysis Information Provided by the Applicant

12. UNFINISHED BUSINESS

- 12.a. Receive Report on 2019-2027 Housing Element Implementation Program 2c, Monitoring of the Conversion of Single Family Residential Homes to Commercial Uses, and Provide Direction to Staff as Necessary.

Recommended Action: Receive the report and provide direction to Staff as necessary.

Attachments:

1. Excerpt from Housing Plan

- 12.b. Review and Update, if Warranted, the Ukiah City Council Strategic Plan

Recommended Action: Review the Ukiah City Council Strategic Plan and provide direction as may be warranted to update the document.

Attachments:

1. City Council Strategic Plan 2022

- 12.c. Review of the Five-Year Capital Improvement Plan.

Recommended Action: Receive a presentation, and provide Staff with further comments and direction.

Attachments:

1. CIP -5 year-FYE 2023 - In Progress - Working Draft
2. Draft Vehicle & Heavy Equipment Request & Justification Sheets - Placeholder

13. NEW BUSINESS

- 13.a. Discussion and Possible Action Regarding the Cancellation of the July 6, 2022, Regular City Council Meeting, with the Option for the Mayor and/or City Manager to Call for a Special Meeting on an Alternate Date if Time Sensitive Business Arises.

Recommended Action: Approve the cancellation of the July 6, 2022, Regular City Council Meeting, with the option for the Mayor and/or City Manager to call for a special meeting on an alternate date if time sensitive business arises.

Attachments: None

- 13.b. Receive Updates on City Council Committee and Ad Hoc Assignments, and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad Hoc(s).

Recommended Action: Receive report(s). The Council will consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).

Attachments:

1. 2022 City Council Special Assignments

14. CLOSED SESSION - CLOSED SESSION MAY BE HELD AT ANY TIME DURING THE MEETING

14.a. Conference with Legal Counsel—Anticipated Litigation

(Government Code Section 54956.9(d)(2 & 3))

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)(Number of potential cases: 1)

Recommended Action:

Attachments: None

14.b. Conference with Legal Counsel – Existing Litigation

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

Name of case: Roofing & Solar Construction, Inc. v. City of Ukiah et al., Mendocino County Superior Court Case No. 22CV00048

Recommended Action:

Attachments: None

14.c. Conference with Legal Counsel – Existing Litigation

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

Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCUUK-CVPT-2018-70200

Recommended Action:

Attachments: None

14.d. Conference with Legal Counsel – Existing Litigation

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

Name of case: Russian River Keepers et al. v. City of Ukiah, Case No. SCUUK-CVPT-20-74612

Recommended Action:

Attachments: None

14.e. Conference with Legal Counsel – Existing Litigation

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

Name of case: Siderakis v. Ukiah, et al, Mendocino County Superior Court, Case No. 21CV00603

Recommended Action:

Attachments: None

14.f. Conference with Labor Negotiator (54957.6)

Agency Representative: Sage Sangiacomo, City Manager

Employee Organizations: All Bargaining Units

Recommended Action:

Attachments: None

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.

Kristine Lawler, City Clerk
Dated: 5/13/22



AGENDA SUMMARY REPORT

SUBJECT: Stormwater Permit Requirements Presentation.

DEPARTMENT: Public Works

PREPARED BY: Andrew Stricklin, Associate Engineer

PRESENTER: Tim Eriksen, Director of Public Works / City Engineer

ATTACHMENTS:

None

Summary: Council will receive a presentation by Stone Creek Environmental Consulting regarding the obligations and requirements the City has as part of our stormwater MS4 permit.

Background: The City of Ukiah is subject to municipal storm water requirements of the federal Clean Water Act as required as part of the National Pollutant Discharge Elimination System (NPDES) program. Requirements are described in the City's municipal separate storm sewer system (MS4) permit issued by the North Coast Regional Water Quality Control Board. Under this permit, the City is required to reduce pollution in storm water runoff to the maximum extent practicable by implementing best management practices (BMPs). The permit is prescriptive in nature, detailing the BMPs required to maintain compliance. The permit is complex, lengthy, and requires intense City resources for compliance. The cost of compliance is difficult for many municipalities throughout California, due to the lack of funding and no enterprise funds for storm water infrastructure. Many cities, including Ukiah, are left funding programs with general funds, usually competing with other city programs and priorities. However, compliance with NPDES programs is essential to protect the City from both regulatory enforcement and penalties and third-party lawsuits. The balance of maintaining compliance and allocating sufficient resources remains one of the biggest challenges facing municipalities.

Discussion: This presentation is a high level overview of the requirements of the permit, anticipated future requirements, and the challenges the City of Ukiah faces with the implementation of the permit, including fiscal and Staff resources.

Recommended Action: Receive presentation from Stone Creek Environmental Consulting regarding the City's stormwater permit and compliance requirements.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works / City Engineer

Approved: 
Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Local Roadway Safety Plan (LRSP) Presentation.

DEPARTMENT: Public Works

PREPARED BY: Jason Benson, Senior Civil Engineer

PRESENTER: Divya Gandhi (TJKM), Ruta Jariwala (TJKM)

ATTACHMENTS:

None

Summary: Council will receive a presentation by TJKM regarding City of Ukiah's Local Roadway Safety Plan (LRSP).

Background: The City is teamed with Mendocino County of Governments (MCOG) and Caltrans to work with TJKM on a Local Roadway Safety Plan. TJKM is a multi-disciplinary firm with extensive expertise in broad areas of transportation, parking, and land use. TJKM provides expertise and services for transportation planning, traffic operations, freeway and corridor studies, traffic engineering design (including PS&E), intelligent transportation systems (ITS), traffic safety, and multimodal studies. This work includes complete street services to meet the needs of motorists, bicyclists, pedestrians, and public transportation riders.

The Local Roadway Safety Plan (LRSP) is a localized data-driven traffic safety plan that provides opportunities to address unique highway safety needs and reduce the number of fatal and severe injury collisions. The LRSP creates a framework to systemically identify and analyze traffic safety-related issues, and recommend safety projects and countermeasures. The LRSP facilitates the development of local agency partnerships and collaboration, resulting in the development of a prioritized list of improvements that can qualify for Highway Safety Improvement Program (HSIP) funding.

The LRSP is a proactive approach to addressing safety needs and is viewed as a living document that can be constantly reviewed and revised to reflect evolving trends, and community needs and priorities.

Discussion: This presentation of the City of Ukiah's Local Roadway Safety Plan is a comprehensive plan that creates a framework to systemically identify and analyze traffic safety related issues and recommend projects and countermeasures. The LRSP aims to reduce fatal and severe injury collisions through a prioritized list of improvements that can enhance safety on local roadways.

The LRSP takes a proactive approach to addressing safety needs. It is viewed as a guidance document that can be a source of information and ideas. It can also be a living document, one that is routinely reviewed and updated by City Staff and their safety partners to reflect evolving collision trends and community needs and priorities. With the LRSP as a guide, the City will be able to ready to apply for grant funds, such as the federal Highway Safety Improvement Program (HSIP).

Recommended Action: Receive presentation from TJKM regarding City of Ukiah's Local Roadway Safety Plan (LRSP).

BUDGET AMENDMENT REQUIRED: NO

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works / City Engineer

Approved:


Sage Sangiacomo, City Manager

**CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
300 Seminary Ave, Ukiah, CA 95482
Virtual Meeting Link: <https://zoom.us/j/97199426600>
May 4, 2022
6:00 p.m.**

1. ROLL CALL

Ukiah City Council met at a Regular Meeting on May 4, 2022, having been legally noticed on April 30, 2022. The meeting was held in person and virtually at the following link: <https://zoom.us/j/97199426600>. Mayor Brown called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Juan V. Orozco, Douglas, F. Crane, Mari Rodin, Josefina Dueñas, and Jim O. Brown. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

MAYOR BROWN PRESIDING.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Kevin Jennings, Retired Fire Marshal.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Proclamation: Recognizing Older Americans' Month in the City of Ukiah.

Presenter: Mayor Brown

Proclamation was received by Corinne Jones, Community Care Multi-purpose Program Director.

b. Proclamation: Recognizing Asian American Pacific Islander Heritage Month in the City of Ukiah.

Presenter: Councilmember Orozco

Proclamation was issued.

c. Proclamation: Recognizing May 15th - 21st as Police Week in the City of Ukiah.

Presenter: Mayor Brown

Proclamation was received by Noble Waidelich, Police Chief.

d. Proclamation: Recognizing May 15th - 21st as National Emergency Medical Services (EMS) Week in the City of Ukiah.

Presenter: Councilmember Rodin

Proclamation was received by Doug Hutchison, Fire Chief

e. Presentation from Manzanita Services Regarding Recent Community Meetings and their Upcoming Event.

Presenters: Raven Price and Kate Gaston, Manzanita Services.

Presentation was received.

RECESS: 6:28 – 6:35 P.M. for technical difficulties.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Approval of the Minutes for the April 20, 2022, Special Meeting.

b. Approval of the Minutes for the April 20, 2022, Regular Meeting.

Motion/Second: Crane/Rodin to approve Minutes of the Special and Regular Meetings of April 20, 2022, as submitted. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

6. RIGHT TO APPEAL DECISION

7. CONSENT CALENDAR

- a. Authorize the City Manager to Negotiate and Execute a Contract (COU No. 2122-228) Between the City of Ukiah and the County of Mendocino to Receive PG&E Disaster Settlement Funds for the Acquisition of a Fire Training Tower; Approve Corresponding Budget Amendments; and Approve the Purchase of the Fire Training Tower Recommended by the Mendocino County Fire Chief's Association - *Fire*.
- b. Report to Council the Contract (COU No. 2122-123) Expenditure with Solar Otter Inc. for Consulting, Design, and Engineering Services for Solar Projects, not to Exceed \$20,000 – *Electric Utility*.
- c. Approval of Notice of Completion for Team Ghilotti for the 2020 East Gobbi Street Traffic Signal Improvement Project, Specification 20-11, and Direct the City Clerk to File the Notice of Completion with the County Recorder – *Public Works*.
- d. Report of a Contract Amendment (COU No. 2122-188) for Additional Right of Way Survey Work for the Talmage Road Rehabilitation Project, and Approval of Corresponding Budget Amendment Using 2022 Lease Revenue Bonds in the Amount of \$14,000 – *Public Works*.
- e. Approval of Purchase (PO No. 47914) of a Suspended Air Floatation System in the Amount of \$298,920, plus Tax and Shipping, from Heron Innovators, as Approved in the Fiscal Year 2021-2022 Capital Budget, and Approval of Corresponding Budget Amendment Using Wastewater Reserve Funds – *Water Resources*.
- f. Consideration of Accepting \$143,128.93 from the County of Mendocino in One Time Pacific Gas and Electric Disaster Settlement Funds to Reimburse the Ukiah Valley Fire Authority for the Purchase of Emergency Medical Transport Equipment, and Receive Report on those Purchases; Authorized the City Manager to Execute Corresponding Agreement (COU No. 2122-229) with the County; and Approval of Corresponding Budget Amendments - *Fire*.

- g. Authorize the Acceptance of \$90,909.10 from the County of Mendocino's One Time Pacific Gas and Electric (PG&E) Disaster Settlement Funds for the Ukiah Valley Fire Authority to Fund Radio and Safety Gear; Authorize the City Manager to Execute Corresponding Agreement (COU No. 2122-230) with the County of Mendocino; and Approval of Corresponding Budget Amendments - *Fire*.
- h. Request for Authorization of a New Contract (COU No. 2122-231) with Redwood Empire Officials Association for Sports Officiating – *Community Services*.
- i. Consideration to Award Contract (COU No. 2122-232) for the Gobbi Street Underground Communications Rework Project, Specification Number 22-03, to Diamond D Construction, in the Amount of \$116,649.00, and Approve Budget Amendment in the Amount of \$50,000 – *Electric Utility*.
- j. Discussion and Possible Action to Adopt Resolution (2022-27) Waiving 60-Day Notice Requirement Under Government Code Section 25351 Notifying the City of its Intent to Lease Real Property in the City Limits at 1101 South Dora Street - *Administration*.
- k. Approval of a Budget Amendment to Advance 2022-23 CIP Funds to be Used Immediately to 1) Allow Contracting (PO No. 47912) with Comfort Air/Heating Cooling this Fiscal Year in the Amount of \$19,500 to Replace the Heating and Cooling System in the Grace Hudson Sunhouse, and 2) Provide Approximately \$4000 to Install an Upgraded Electrical Panel to Support the New System – *Community Services*.

Sean White, Water Resources Director presented agenda item 7e at Councilmember Crane's request.

Tim Eriksen, Public Works Director/City Engineer addressed questions for agenda item 7c at Councilmember Rodin's request.

Motion/Second: Crane/Rodin to approve Consent Calendar Items 7a-7k, as submitted. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

9. COUNCIL REPORTS

Presenters: Councilmember Orozco, Vice Mayor Duenas,

10. CITY MANAGER/CITY CLERK REPORTS

No City Manager or City Clerk reports were received.

11. PUBLIC HEARINGS (6:15 PM)

- a. **Consideration of 1) Adoption of an Initial Study and Mitigated Negative Declaration; and 2) Authorization to Issue the Demolition Permit for Two Structures Over the Age of 50 Years Old at 101 and 105 South Main Street, as Recommended by the Demolition Review Committee; File No. 21-6155 and 21-6623.**

Presenters: Craig Schlatter, Community Development Director and Michelle Irace, Planning Manager.

PUBLIC HEARING OPENED AT 7:32 P.M.

Public Comment: Todd Schapmire Jr., owner and Pinky Kushner.

PUBLIC HEARING CLOSED AT 7:47 P.M.

Motion by Councilmember Crane, Seconded by Councilmember Rodin to disapprove of the idea of demolishing the building.

The maker amended the motion to declare that the southern building is not significant and is acceptable to demolish.

Motion withdrawn by the maker and the second.

Motion by Councilmember Crane, Seconded by Councilmember Rodin to support demolition for 105 South Main Street, and finds that it does not qualify for special consideration [regarding historical value].

The maker and the second amended the motion to read:

Motion/Second: Crane/Rodin that the City Council finds that the building at 105 South Main Street has no historic architectural significance under the standards in Ukiah City Code (UCC) Section 3016. Motion carried by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Rodin/Crane to deem 101 South Main Street 'historic' because it meets two of the three criteria in 3016(e)[of the Ukiah City Code], by having a special or particular quality such as oldest, best example, largest, or last surviving example of its kind – in this case the metal clad; and 2) it exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, or architectural history because it is the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce. Motion carried by the following roll call votes: AYES: Crane, Rodin, and Dueñas. NOES: Brown. ABSENT: None. ABSTAIN: Orozco.

RECESS: 8:23 – 8:30 p.m. to consult with City Attorney and Staff.

Motion/Second: Crane/Rodin to continue this item to the May 18, 2022, City Council meeting at 6:15 p.m. Motion carried by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

12. UNFINISHED BUSINESS

a. Consideration of Authorization of City Manager to Execute a Grant Agreement with the Federal Aviation Administration, and Award of Bid for Spec. 21-06 Runway 15-33 Pavement Rehabilitation Phase 2, Contingent on Grant Offer to Complete the Runway 15-33 Width Reduction from 150 Feet to 75 Feet; and Install New Lighting (Construction); and Approval of Corresponding Budget Amendment.

Presenter: Greg Owen, Airport Manager.

Motion/Second: Crane/Rodin to authorize City Manager to execute Grant Agreement (COU No. 2122-234) with the Federal Aviation Administration and award of bid (COU No. 2122-235) for Spec. 21-06 Runway 15-33 Pavement Rehabilitation Phase 2, contingent on Grant Offer to complete the Runway 15-33 width reduction from 150 feet to 75 feet; and install new lighting (Construction); and approve corresponding budget amendment. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

13. NEW BUSINESS

a. Receive and File Third Quarter 2021-22 Financial Report.

Presenter: Dan Buffalo, Finance Director.

Receive and File Third Quarter 2021-22 Financial Report

b. Receive Updates on City Council Committee and Ad Hoc Assignments and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad hoc(s).

Presenters: Councilmember Rodin and Sage Sangiacomo, City Manager.

Motion/Second: Crane/Orozco to appoint Councilmember Crane and Mayor Brown to serve on a Corp Yard ad hoc. Motion carried by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

THE CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 8:50 P.M.

14. CLOSED SESSION

a. Conference with Legal Counsel—Anticipated Litigation

(Government Code Section 54956.9(d)(2 & 3))

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)(Number of potential cases: 1)

b. Conference with Legal Counsel – Existing Litigation

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

Name of case: Roofing & Solar Construction, Inc. v. City of Ukiah et al., Mendocino County Superior Court Case No. 22CV00048

c. Conference with Legal Counsel – Existing Litigation

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

Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCUK-CVPT-2018-70200

d. Conference with Legal Counsel – Existing Litigation

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

Name of case: Russian River Keepers et al. v. City of Ukiah, Case No. SCUK-CVPT-20-74612

e. Conference with Legal Counsel – Existing Litigation

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

Name of case: Siderakis v. Ukiah, et al, Mendocino County Superior Court, Case No. 21CV00603

f. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)

Property: APN Nos: 157-050-03, 157-060-02, 157-050-04, 157-050-03, 157-030-02, 157-050- 01, 157-050-02, 157-050-10, 157-050-09, 157-070-01, 157-070-02, 003-190-01

Negotiator: Sage Sangiacomo, City Manager;

Negotiating Parties: Dave Hull and Ric Piffero

Under Negotiation: Price & Terms of Payment

g. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)

Property: 1850 Talmage Road, Ukiah, CA 95482

Negotiator: Sage Sangiacomo, City Manager, or his Designee

Negotiating Parties: City of Ukiah and Rogina Water Company

Under Negotiation: Price & Terms of Payment

h. Conference with Labor Negotiator (54957.6)

Agency Representative: Sage Sangiacomo, City Manager

Employee Organizations: All Bargaining Units

No action reported; direction provided to staff.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:20 p.m.

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Report of Disbursements for the Month of April 2022.

DEPARTMENT: Finance

PREPARED BY: Candice Rasmason, Accounts Payable

PRESENTER: Consent Calendar

ATTACHMENTS:

1. April 2022 Summary of Disbursements
2. Account Codes for Reference
3. Object Codes for Reference
4. April 2022 Disbursement Detail

Summary: The Council will review and consider approval of the Report of Disbursements for the month of April 2022.

Background: Payments made during the month of April 2022 are summarized in the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the five (5) individual payment cycles within the month.

Accounts Payable Check Numbers (City & UVFA): 3047116-3047210; 3047211-3047276; 3047277-3047386; 3047387-3047472; 3047473-3047572

Accounts Payable Wire Transfers: N/A

Payroll Check Numbers: 510510-510564; 510565-510618

Payroll Manual Check Numbers: N/A

Direct Deposit Numbers: 110669-110932; 110936-111202

Manual Direct Deposit Numbers: 110933-110935

Void Check Numbers: 3047295, 3047399, 3047451, 3047188

Void Direct Deposit Numbers: 110910

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

Attachment #1: April 2022 Summary of Disbursements

Attachment #2: Account Codes for Reference

Attachment #3: Object Codes for Reference

Attachment #4: April 2022 Disbursement Detail

Recommended Action: Approve the Report of Disbursements for the Month of April 2022.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager

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

Attachment 1

FUNDS:

100	General Fund	\$970,724.68	700	Sanitary Disposal Site Fund	\$20,632.25
101	GF-(Sub-Fund) Visit Ukiah	\$28,300.52	701	Landfill Corrective Fund	
105	GF-(Sub-Fund) Fire Authority	\$106,546.76	702	Disposal Closure Reserve Fund	\$16,546.70
110	Special General Fund		704	Post Closure Fund - Solid Waste	
120	Streets Capital Improvement	\$274,940.65	710	Ambulance Services Fund	\$14,507.35
130	Gov'tl Debt SVC/Reserve Fund		720	Golf Fund	\$3,516.36
200	City Administrative Services	\$98,172.88	730	Conference Center Fund	\$4,966.46
201	Worker's Comp Fund	\$302,655.00	750	Visit Ukiah	
202	Liability Fund		777	Airport Fund	\$42,112.85
203	Garage Fund	\$6,418.72	778	Airport Capital Improvement Fund	\$623.92
204	Purchasing Fund	\$2,002.17	779	Special Aviation Fund	
205	Billing & Collections Fund	\$35,894.53	800	Electric Fund	\$829,250.54
206	Public Safety Dispatch Fund	\$9,639.62	801	Electric Capital Reserve Fund	\$358,539.72
207	Payroll Posting Fund	\$335,293.74	803	Lake Mendocino Bond Reserve	
208	Building Maintenance/Corp Yard Fund	\$56,081.05	805	Street Lighting Fund	\$28,678.29
209	IT Fund	\$33,097.32	806	Public Benefits Fund	\$5,055.00
220	Equipment Reserve Fund		807	Cap and Trade	
249	City Housing Bond Proceeds		820	Water Fund	\$582,753.84
250	Special Revenue Fund	\$0.00	822	Water Capital Improvement Fund	\$123,751.30
251	Special Projects Reserve Fund		830	Recycled Water Fund	\$82,921.77
253	CITY PROP 172		840	City/District Sewer Fund	\$144,835.04
300	Park Development Fund		841	Sewer Construction Fund	
301	Anton Stadium Fund	\$0.00	843	Sewer Capital Fund	\$4,582.62
302	Observatory Park Fund		900	Special Deposit Trust	\$4,409.58
304	Swimming Pool Fund	\$0.00	901	General Service (Accts Recv)	\$453.33
305	Riverside Park Fund	\$0.00	902	U.S.W. Billing & Collection	\$45,820.60
306	Skate Park Fund	\$0.00	903	Public Safety - AB 109	\$0.00
310	Museum Grants		905	Federal Emergency Shelter Grant	
311	Alex Rorbaugh Recreation Center Fund	\$3,388.06	905	Mendocino Emergency Service Authority	
312	Downtown Business Improvement Fund	\$11,506.33	911	Russian River Watershed Association	\$38,692.78
313	LMIHF Housing Asset Fund		915	UVFD	\$729.28
314	Winter Special Events		916	UVFD PROP 172	
315	Advanced Planning Fund	\$0.00	917	UVFD Measure B	
500	2106 Gas Tax Fund	\$69,021.92	918	UVFD Mitigation	\$1,361.78
501	2107 Gas Tax Fund		940	Sanitation District Special Fund	
503	2105 Gas Tax Fund		942	Rate Stabilization - UVSD Fund	
505	Signalization Fund		943	Sanitation District Capital Improvement Fund	
506	Bridge Fund		952	REDIP Sewer Enterprise Fund	
507	1998 STIP Augmentation Fund		960	Community Redevelopment Agency	
508	SB325 Reimbursement Fund		961	RDA Housing Pass-Through	
509	S.T.P. Fund	\$88,025.57	962	Redevelopment Housing Fund	
510	Trans-Traffic Congest Relief Fund		963	Housing Debt	
511	Rail Trail Fund	\$36,350.51	964	RDA Capital Pass-Through	
600	Community Development Block Grant		965	Redevelopment Capital Improvement Fund	
601	EDBG 94-333 Revolving Loan		966	Redevelopment Debt Service	
602	Community Development Fund		967	Housing Bond Proceeds	
603	08-HOME-4688		968	Non-Housing Bond Proceeds	
604	CDBG Grant 09-STBG-6417		969	RDA Obligation Retirement Fund	
605	11-HOME-7654 Fund	\$0.00	844/944	Sewer Capital Projects Fund	\$30,014.66
606	CDBG Grant 10-EDEF-7261				
607	Prop 84 Grant Fund				
609	13-CDBG-8940				
610	City RDA Projects Fund				
613	Home Program Activities				
620	CASP Train				
630	Asset Seizure Fund	\$7,042.15			
631	Asset Seizure Fund (Drug/Alcohol)		611	Retainage Withheld	\$6,974.44
633	H & S Education 11489(B)(2)(A1)			CDBG 16-CDBG-11147	\$9,161.07
634	Federal Asset Seizure Grants				
635	SUP Law Enforcement Service Fund				
636	CBTHP Officer	\$2,840.50			
637	Local Law Enforcement Block Grant				
638	Asset Forfeiture 11470.2 H & S				
639	Special Revenue - Police				
640	Parking District Fund	\$937.03			
670	Federal American Rescue Fund				
691	Museum Fund				
695	Transfer Station Fund				
696	Solid Waste Mitigation Fund				

PAYROLL CHECK NUMBERS: 510510-510564
DIRECT DEPOSIT NUMBERS: 110669-110935
PAYROLL PERIOD: 3/20/22-4/2/22
PAYROLL CHECK NUMBERS: 510565-510618
DIRECT DEPOSIT NUMBERS: 110936-111202
PAYROLL PERIOD: 4/3/22-4/16/22
PAYROLL CHECK NUMBERS:
DIRECT DEPOSIT NUMBERS:
PAYROLL PERIOD:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$4,879,771.24
TOTAL DEMAND PAYMENTS- EFT's \$0.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$1,234,781.30
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$700,037.74
* vendor name(if applicable)

VOID CHECK NUMBERS:
3047295, 3047399, 3047451, 3047188

TOTAL PAYMENTS \$6,814,590.28

MANUAL CHECK NUMBERS:
N/A
WIRE TRANSFER NUMBERS:
N/A

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.

CERTIFICATION OF DIRECTOR OF FINANCE

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

City Manager

Director of Finance

Account Code Summary

Attachment 2

10000000	GENERAL FUND	20012500	CITY CLERK
10017200	SUCCESSOR AGENCY	20012600	ECONOMIC DEVELOPMENT
10020000	POLICE - GEN FUND	20012800	EMERGENCY MANAGEMENT
10020210	POLICE PATROL	20013210	ACCOUNTS PAYABLE
10020214	POLICE VOLUNTEERS	20013220	PAYROLL
10020216	COPS GRANT	20013400	ACCOUNTING
10020217	POLICE ANIMAL CONTROL	20013401	BUDGET MANAGEMENT
10020218	POLICE CSO	20014000	CITY ATTORNEY
10020220	CODE ENFORCEMENT	20015100	CITY TREASURER
10020224	MAJOR CRIMES TASK FORCE	20016100	HUMAN RESOURCES
10021210	CITY FIRE	20023510	HOUSING GRANTS
10022100	PARKS	20023520	NON-HOUSING GRANTS
10022300	AQUATICS	20100000	WORKER'S COMP FUND
10022700	MUSEUM - GEN FUND	20116220	WORKERS COMPENSATION
10022810	RECREATION ADMINISTRATION	20200000	LIABILITY FUND
10022821	ADULT BASKETBALL	20216200	RISK MANAGEMENT
10022822	ADULT SOFTBALL	20300000	GARAGE FUND
10022824	CO-ED VOLLEYBALL	20324100	GARAGE
10022831	YOUTH BASKETBALL	20324110	FLEET MAINTENANCE
10022832	YOUTH SOFTBALL	20400000	PURCHASING FUND
10022840	DAY CAMP	20413500	PURCHASING
10022850	CLASSES & CLINICS	20413510	CAPITAL ASSET MANAGEMENT
10022860	SPECIAL ACTIVITIES	20413520	GRANTS AND SPECIAL PROJECTS
10022900	COMM SVCS SPECIAL SERVICES	20414000	LEGAL SERVICES/EXPENSES
10023100	PLANNING SERVICES	20500000	BILLING AND COLLECTION FUND
10023110	CURRENT PLANNING	20513300	UTILITY BILLING
10023300	BUILDING INSPECTION	20513380	METERING-ELECTRIC
10023320	BUILDING INSPECTION	20513382	METERING-WATER
10023411	CDBG GENERAL ADMIN	20600000	PUBLIC SAFETY DISPATCH FUND
10024200	ENGINEERING/STREETS	20620231	POLICE UKIAH DISPATCH
10024210	ENGINEERING	20620232	POLICE FT BRAGG DISPATCH
10024214	TRAFFIC SIGNAL OPERATIONS	20700000	PAYROLL POSTING FUND
10024224	STORM WATER	20800000	BUILDING & MAINTENANCE
10024310	CORP YARD MAINTENANCE	20822500	BUILDING & MAINTENANCE
10024620	STREETS	20824300	BLDG MAINT CORP YARD
10100000	GF- (SUB-FUND) VISIT UKIAH	20900000	IT FUND
10112700	GF-(SUB-FUND) VISIT UKIAH	20913900	INFORMATION TECHNOLOGY
10500000	MEASURE S GENERAL FUND	22000000	FIXED ASSET FUND
10521210	FIRE AUTHORITY	25100000	SPECIAL PROJECTS RESERVE FUND
12000000	STREET REHABILITATION	25300000	PROP 172 FUND
12024200	PUBLIC WORKS ENGINEERING	25321210	CITY FIRE
13000000	GOV'TL DEBT SVC/RESERVE FUND	30000000	PARK DEVELOPMENT FEES FUND
20000000	CITY ADMINISTRATIVE SERVICES	30022200	PARK DEVELOPMENT
20010000	CITY COUNCIL	30100000	ANTON STADIUM FUND
20012100	CITY MANAGER	30200000	OBSERVATORY PARK FUND
20012200	ADMINISTRATIVE SUPPORT	30300000	PLAYGROUND & PARK AMENITIES FU
20012300	COMMUNITY OUTREACH/PUBLIC INFO	30322230	PLAYGROUND AND PARK AMENITIES

Account Code Summary

Attachment 2

30400000	SWIMMING POOL FUND	63820210	ASSET FORFEITURE 11470 EXPENDI
30522250	RIVERSIDE PARK	63900000	SPECIAL REVENUE POLICE
30600000	SKATE PARK FUND	64000000	PKG. DIST. #1 OPER & MAINT FUN
30700000	SOFTBALL COMPLEX FUND	64012600	ECONOMIC DEVELOPMENT
31100000	ARRC GENERAL OPERATING FUND	64020213	POLICE PARKING ENFORCEMENT
31122000	ARRC	67000000	FEDERAL AMERICAN RESCUE FUNDS
31200000	DOWNTOWN BUSINESS IMPROVEMENT	69500000	TRANSFER STATION
31212600	ECONOMIC DEVELOPMENT	69624000	SOLID WASTE MITIGATION FUND
31300000	LMIHF HOUSING ASSET FUND	70000000	SANITARY DISPOSAL SITE FUND
31323400	HOUSING	70024500	LANDFILL 700
31323431	LMI GENERAL ADMIN	70124500	LANDFILL CORRECTIVE
31500000	ADVANCED PLANNING FUND	70200000	DISPOSAL CLOSURE RESERVE FUND
31523100	COMMUNITY PLANNING	70224500	LANDFILL CLOSURE
50000000	GAS TAX FUND	70400000	POST CLOSURE FUND-SOLID WASTE
50024214	TRAFFIC SIGNAL OPERATIONS	71000000	AMBULANCE SERVICES FUND
50500000	SIGNALIZATION FUND	71021100	AMBULANCE SERVICES
50800000	SB325 REIMBURSEMENT FUND	72000000	GOLF FUND
50824210	SB325 ENGINEERING	72022400	GOLF
50900000	S.T.P.	73000000	CONFERENCE CENTER FUND
50924210	STP ENGINEERING	73022600	CONFERENCE CENTER
51100000	RAIL TRAIL FUND	77700000	AIRPORT FUND
51124210	Rail Trail	77714000	CITY ATTORNEY
60000000	COMM. DEVELOPMT. BLOCK GRANT F	77725200	AIRPORT OPERATIONS
60023411	CDBG GENERAL ADMIN	77800000	AIRPORT CAPITAL IMPROVEMENT FU
60023412	CDBG ACTIVITY DELIVERY	77825200	AIRPORT CAPITAL
61100000	CDBG 16-CDBG-11147	77900000	SPECIAL AVIATION FUND
61112600	CDBG ECONOMIC DEVELOPMENT	77925200	AIRPORT SPECIAL
61123410	16-CDBG-11147	80000000	ELECTRIC FUND
61123411	CDBG GENERAL ADMIN	80014000	CITY ATTORNEY
61200000	FUND 612 UNASSIGNED	80026110	ELECTRIC OVERHEAD
61223400	HOME CDD HOUSING	80026120	ELECTRIC UNDERGROUND
61223422	HOME ACTIVITY DELIVERY	80026200	TELEMETRY & CALIBRATION
61323400	HOME HOUSING ACTIVITIES	80026210	SUBSTATION
61323421	HOME GENERAL ADMIN	80026220	HYDROELECTRIC PLANT
62000000	CASP CERTIF & TRAINING	80026400	ELECTRIC ADMINISTRATION
62023320	CASP CERTIF & TRAINING	80026440	POWER PURCHASES
63000000	ASSET SEIZURE FUND	80100000	ELECTRIC CAPITAL RESERVE FUND
63020210	ASSET SEIZURE EXPENDITURE	80126100	ELECTRIC CIP
63300000	H&S EDUCATION 11489(B)(2)(A1)	80126220	HYDROELECTRIC PLANT
63320210	H&S ASSET SEIZURE EXPENDITURE	80500000	STREET LIGHTING FUND
63400000	FEDERAL ASSET SEIZURE GRANTS F	80526150	STREET LIGHTING
63420250	FED ASSET SEIZURE EXPENDITURE	80600000	PUBLIC BENEFITS CHARGES FUND
63500000	SUP.LAW ENFORCE.SVC.FD(SLESF)	80626450	PUBLIC BENEFITS
63520210	SLESF	80700000	ELECTRIC CAP AND TRADE FUND
63600000	CBTHP OFFICER	80800000	ELECTRIC LOW CARBON FUEL STDS
63620210	CBTHP OFFICER	80826100	ELECTRIC LOW CARBON FUEL STDS
63800000	ASSET FORFEITURE 11470.2 H&S F	82000000	WATER FUND

82027110	WATER
82027111	PROD OPERATIONS & MAINTENANCE
82027114	DISTRIB OPERATIONS & MAINT
82100000	WATER CAPITAL RESERVE FUND
82200000	WATER CONNECTION FEE FUND
82227113	WATER DISTRIBUTION CAPITAL
83000000	RECYCLED WATER
83027330	RECYCLED WATER
84000000	CITY/DIST. SEWER OPERATING FUN
84027220	WASTE WATER
84027221	CITY WASTE O & M
84027225	WASTE TREATMENT O & M
84100000	SEWER BOND DEBT SERVICE FUND
84127226	WASTEWATER TREATMENT CAPITAL
84200000	RATE STABILIZATION-CITY FUND
84300000	CONNECTION FEE SEWER FUND (CAP
84400000	CITY SEWER CAPITAL PROJECTS FU
84427221	CITY WASTEWATER O&M 844
84427222	CITY WASTE CAPITAL
90000000	SPECIAL DEPOSIT TRUST FUND
91500000	UKIAH VALLEY FIRE DEPARTMENT
91521400	UVFD FIRE ADMINISTRATION
91600000	UVFD PROP 172
91621400	UVFD PROP 172
91700000	UVFD MEASURE B UNASSIGNED
91721400	UVFD FIRE
91800000	UVFD MITIGATION FEES
91821400	UVFD MITIGATION
96900000	REDEVELOPMENT OBLIGATION RETIR
96917200	SUCCESSOR AGENCY
96995669	969 - RDA OBLIGATION RETIREMEN

Object Code Summary

Attachment 3

51211	PERS UNFUNDED LIABILITY	54101	POSTAGE
51220	INSURANCE	54102	SMALL TOOLS
51230	WORKERS COMP	54103	LAB SUPPLIES
51240	MEDICARE	54106	SPECIALTY SUPPLIES
51260	FICA	54107	EMS SUPPLIES
51270	UNIFORM ALLOWANCE	54120	PW - SPECIAL SUPPLIES
51290	CELL PHONE STIPEND	54121	PW - ASPHALT CONCRETE
52100	CONTRACTUAL SERVICES	54122	PW - AGGREGATE BASE
52110	AMBULANCE BILLING	54124	PW - CONCRETE/SUPPLIES
52111	DEFIBRILLATOR MAINTENANCE	54125	PW - TRAFFIC PAINT
52112	M. S. OVERSIGHT	54126	PW-PREMARKS
52113	PLANNING STUDIES	54127	PW - SIGN POSTS/SHEETING
52114	COMPLIANCE STUDIES	54128	PW - COLD PATCH MATERIAL
52130	EDUCATIONAL & MARKETING MATL'S	54129	PW - TACK OIL
52131	ASSISTANCE TO SENIORS	54130	PW - SAFETY
52133	MONTHLY DISCOUNT PROGRAM	54131	PW - BARRICADES & CONES
52134	GENERAL ADMIN	54161	BACKGROUND & PHYSICALS
52135	ENERGY CONSERVATION PROGRAM	54162	ADVERTISING
52137	PUBLIC BENEFITS PROGRAM MGMT	54163	INTERVIEW SUPPLIES
52139	RESEARCH DEVELOPMENT & DEMO	54165	NEW EMPLOYEE FINGERPRINT
52150	LEGAL SERVICES/EXPENSES	54166	DOT TESTING PROGRAM
52151	EMPLOYEE BENEFIT ADMIN FEES	54167	EMPLOYEE DEVELOPMENT
52155	ACTIVITY DELIVERY	54169	LIVESCAN
52180	SECURITY SERVICES	54201	PRISONER EXPENSE
52181	VOLUNTEER EXPENSES	54202	MAJOR CRIME INVESTIGATIONS
52301	PROPERTY TAX ADMIN FEE	54203	RECRUITMENT
52304	LAFCO FEES AND PROP TAX EXP	54320	SOFTWARE
52500	TRUSTEE FEES	54330	COMPUTER AND TECHNOLOGY
52510	ADVERTISING & PROMOTION	54500	EQUIP RENTS AND LEASES
52515	ADVERTISING & PUBLICATION	54700	FINES & PENALTIES
52521	LIABILITY INSURANCE PREMIUM	55100	TELEPHONE
52522	LIABILITY & PROPERTY DEDUCT	55200	PG&E
52524	PROPERTY INSURANCE PREMIUM	55210	UTILITIES
52525	WORKER'S COMP. EXPENSE	56100	VEHICLE & EQUIPMENT MAINT. & R
52526	REMIF ASSESSMENT PAYMENTS	56112	EQUIPMENT PARTS FOR RESALE
52527	A.D.P. PREMIUM & DEDUCTIBLE	56120	EQUIPMENT MAINTENANCE & REPAIR
52528	LIABILITY INSURANCE	56125	LAB EQUIP-REPAIR & MAINT.
52529	EARTHQUAKE & FLOOD (DIC)	56130	EXTERNAL SERVICES
52532	SAFETY & TRAINING SUPPORT	56210	FUEL & FLUIDS
52533	UVFA RETIREE HEALTH INS	56300	BUILDING MAINT. & REPAIR
52600	RENT	56410	EQUIPMENT RENTAL - PRIVATE
52601	DATA STORAGE & CONNECTIVITY	56504	FACILITY MAINTENANCE & REPAIR
52602	RENTAL OF CITY PROPERTY	56600	AIRFIELD MAINTENANCE & REPAIR
52841	SUCCESSOR AGENCY ADMIN	57100	LEARNING AND DEVELOPMENT
53000	LAWSUIT SETTLEMENT	57101	CONF & TRAINING-AQUATICS
54100	SUPPLIES	57300	MEMBERSHIPS & SUBSCRIPTIONS

58101 NCPA PLANT GENERATION
58102 NCPA POWER PURCHASES
58103 NCPA TRANSMISSION
58104 NCPA MANAGEMENT SERVICES
58105 NCPA THIRD PARTY SALES
58202 CHEMICALS
58401 AVIATION FUEL
58410 GARAGE LUBRICANTS & PARTS
58510 REIMBURSABLE JOBS
59100 PROPERTY TAXES PAID
59101 FEES
59102 FRANCHISE FEES
59105 CONTRIBUTIONS TO OTHER AGENCY
59106 SENIOR TRASH SUBSIDY
59108 BANK FEES
59400 OTHER EXPENSES
59500 LOANS ISSUED
59502 SCHOLARSHIPS
61200 PURCHASING ALLOCATION
61300 BILLING & COLLECTION ALLOCATIO
61410 RENT ALLOCATION
61420 BUILDING MAINTENANCE ALLOCATIO
61422 IT ALLOCATION
61430 CORP YARD ALLOCATION
61500 INSURANCE ALLOCATION
61600 GARAGE ALLOCATION
61700 DISPATCH
62100 ADMIN & OVERHEAD ALLOCATION
63000 INTERFUND SERVICES USED
70101 LOAN PAYMENTS MADE
70102 BOND INTEREST EXPENSE
70103 LOAN INTEREST
70201 LOAN PRINCIPAL PAYMENTS
70202 BOND PRINCIPAL PAYMENTS
74500 CAPITAL LEASE PRINCIPAL
74501 CAPITAL LEASE INTEREST
80100 MACHINERY & EQUIPMENT
80210 LAND ACQUISITION
80220 BUILDING IMPROVEMENTS
80230 INFRASTRUCTURE
90100 LOAN PROCEEDS
90101 LOAN PAYMENT RECEIVED

List of Checks Presented for Approval on 4/1/2022

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

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AARON CHRISTOPHER FORD	DV032922	INSTRUCTOR	\$5,452.00	10022850-52100	CONTRACTUAL SERVICES	\$5,452.00
Vendor Total:						\$5,452.00
ALL-GUARD ALARM SYSTEMS INC	A355214	MONTHLY MONITORING AT WWTP	\$93.44	84027225-52180	SECURITY SERVICES	\$93.44
Vendor Total:						\$93.44
ALLEN JAMES	DV031922	INSTRUCTOR	\$147.00	10022850-52100	CONTRACTUAL SERVICES	\$147.00
Vendor Total:						\$147.00
AMAZON CAPITAL SERVICES	11NQ-PDVH-D4LH	CONCERT IN THE PARK SUPPLIES	\$304.80	90000000-23226	CONCERT SERIES	\$304.80
	1FN3-H74W-MR9X	LED LIGHT BULBS	\$81.60	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$81.60
	1HP3-XNGW-LFVW	YOUTH SOFTBALL SUPPLIES	\$101.20	90000000-23256	SPECIAL EVENTS TRUST	\$101.20
	1LMN-HWY1-M1XW	YOUTH SOFTBALL SUPPLIES	\$479.02	90000000-23256	SPECIAL EVENTS TRUST	\$479.02
	13MH-DVJ7-GV7X	DAYCAMP	\$422.54	10022840-54100	SUPPLIES	\$422.54
	1DXV-9W6L-NYC7	FILE FOLDERS	\$30.93	10023320-54100	SUPPLIES	\$30.93
	1MDN-6JF7-4CRQ	WHITE BOARD, BULLETIN BOARD, MONITOR ARM	\$161.95	10023320-54100	SUPPLIES	\$161.95
	1RFR-LPKR-9RMW	OFFICE SUPPLIES - PUBLIC WORKS	\$41.32	10024210-54100	SUPPLIES	\$41.32
	13XJ-H7LL-RYJL	USB WALL CHARGER	\$12.29	20013210-54100	SUPPLIES	\$12.29
	1WCQ-RFRN-F7FG	USB CABLE	\$14.80	20013210-54100	SUPPLIES	\$14.80
	1JX7-XDH6-XYVW	LABELS, MOUSE PAD	\$62.79	20013210-54100	SUPPLIES	\$62.79
	134V-3RC4-6MGY	FAN	\$20.57	20013401-54100	SUPPLIES	\$20.57
	17JN-F3LJ-7WG3	RE-CHARGABLE FLASHLIGHTS	\$564.08	20324100-54100	SUPPLIES	\$564.08
	1QJ1-RYTF-GH7H	THANK YOU CARDS	\$15.13	20620231-54100	SUPPLIES	\$15.13
	1HX4-PH7X-1XT3	METAL BENCHTOP	\$1,088.73	20824300-54100	SUPPLIES	\$1,088.73
	1QCR-DLFT-C4DD	LINEMAN, CABLEMAN HANDBOOK	\$462.65	80026120-54100	SUPPLIES	\$462.65
	1V6T-QPTQ-DGV1	RAIN BOOTS, HARD HATS - WTP	\$276.39	82027111-54100	SUPPLIES	\$276.39

List of Checks Presented for Approval on 4/1/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1WDQ-HHKN-TJMN	RAIN GEAR - WTP	\$283.05	82027111-54100	SUPPLIES	\$283.05
	17WV-DYX6-3JHD	BOLT CUTTERS	\$188.46	82027114-54100	SUPPLIES	\$188.46
					Vendor Total:	\$4,612.30
AMERICAN NATIONAL RED CROSS & ITS CONSTITUENT	22409008	FIRST AID/CPR/AED BLOODBORNE	\$215.00	10022840-54100	SUPPLIES	\$215.00
	22413039	FIRST AID/CPR/AED BLOODBORNE	\$559.00	10022840-54100	SUPPLIES	\$559.00
					Vendor Total:	\$774.00
AMWINS GROUP BENEFITS INC	7261933	APR 22 RETIREE HEALTH INSURANCE	\$3,318.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,318.00
					Vendor Total:	\$3,318.00
ANIXTER	5130225-02	(2U-EL-4) ELBOW, LOADBREAK, 4/	\$304.85	80000000-12104	INVENTORY - PURCHASES	\$304.85
					Vendor Total:	\$304.85
AXON ENTERPRISE INC	INSU016656	AXON FLEET 2 CAR CAMERA 5-YEAR	\$31,675.70	10020210-54330	COMPUTER AND TECHNOLOGY	\$31,675.70
	INSU028940	ONE PATROL CAR CAMERA SYSTEM -	\$1,685.39	10020210-54100	SUPPLIES	\$1,685.39
					Vendor Total:	\$33,361.09
BAUER COMPRESSORS INC	0000289412	HOSE ASSEMBLY	\$413.34	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$413.34
	0000289503	ANNUAL PM & AIR TEST	\$1,045.02	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,045.02
	0000289486	BAUER VERTICUS PLUS #VT-P/13H-	\$1,565.00	10021210-80100	MACHINERY & EQUIPMENT	\$1,565.00
	0000285091	BAUER VERTICUS PLUS #VT-P/13H-	\$53,096.35	10021210-80100	MACHINERY & EQUIPMENT	\$53,096.35
					Vendor Total:	\$56,119.71
BOUND TREE MEDICAL LLC	84412056	EMS SUPPLIES	\$647.09	10521210-54107	EMS SUPPLIES	\$323.55
				71021100-54107	EMS SUPPLIES	\$323.54
	84433411	EMS SUPPLIES	\$21.98	71021100-54107	EMS SUPPLIES	\$21.98
					Vendor Total:	\$669.07
BRETT CHAPMAN	TA 4/10-13/22	TRAVEL ADVANCE	\$863.45	10020210-57100	LEARNING AND DEVELOPMENT	\$863.45
					Vendor Total:	\$863.45
CAROLLO ENGINEERS INC	FB21276	DESIGN PHASES I&II RECYCLED WA	\$78,665.63	83027330-80230	INFRASTRUCTURE	\$78,665.63
					Vendor Total:	\$78,665.63
CINDY SAUERS	DV032422	REIMBURSEMENT - PROJECT LUCHEON	\$58.40	80026400-54100	SUPPLIES	\$58.40
					Vendor Total:	\$58.40

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
COLANTUONO HIGHSMITH & WHATLEY PC	51013	LEGAL SERVICES	\$1,105.00	84427222-52100	CONTRACTUAL SERVICES	\$1,105.00
Vendor Total:						\$1,105.00
COMPUTER OPTIONS INC	INV00671	DISASTER RECOVERY - \$28,000-\$3	\$502.50	20913900-52100	CONTRACTUAL SERVICES	\$502.50
	INV00602	DISASTER RECOVERY - \$28,000-\$3	\$1,442.50	20913900-52100	CONTRACTUAL SERVICES	\$1,442.50
	INV00536	DISASTER RECOVERY - \$28,000-\$3	\$1,680.00	20913900-52100	CONTRACTUAL SERVICES	\$1,680.00
Vendor Total:						\$3,625.00
D WALTER K BARR	3468	DOT PHYSICALS	\$100.00	80026400-54161	BACKGROUND & PHYSICALS	\$100.00
Vendor Total:						\$100.00
DANIEL SPENCE	TA 4/3-8/22	TRAVEL ADVANCE	\$1,606.27	10022810-57100	LEARNING AND DEVELOPMENT	\$1,606.27
Vendor Total:						\$1,606.27
DAVID BURTON	TA 4/13/22	TRAVEL ADVANCE	\$30.00	10022700-57100	LEARNING AND DEVELOPMENT	\$30.00
Vendor Total:						\$30.00
DAVID WEBER	DV032322 1	INSTRUCTOR	\$168.00	10022850-52100	CONTRACTUAL SERVICES	\$168.00
	DV032322	INSTRUCTOR	\$504.00	10022850-52100	CONTRACTUAL SERVICES	\$504.00
Vendor Total:						\$672.00
DC ELECTRIC GROUP INC	430657	ALL LABOR, MATERIALS AND EQUI	\$58,935.00	12024200-80230	INFRASTRUCTURE	\$58,935.00
Vendor Total:						\$58,935.00
DENBESTE LANDSCAPE SUPPLIES	16849	MISC. LANDSCAPE SUPPLIES AS NE	\$102.56	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$102.56
	16999	MISC. LANDSCAPE SUPPLIES AS NE	\$207.12	10024620-54120	PW - SPECIAL SUPPLIES	\$207.12
Vendor Total:						\$309.68
DEPARTMENT OF JUSTICE	570437	CHEM/TEST REORT CRIMINAL INVES	\$420.00	10020210-52100	CONTRACTUAL SERVICES	\$420.00
	570597	CLETS SERVICE FY 21/22	\$1,200.48	20620231-55100	TELEPHONE	\$1,200.48
Vendor Total:						\$1,620.48
DEPT OF FORESTRY & FIRE PROTECTION	FS- CSRA0928	FSTEP TRAINING	\$1,275.00	10521210-57100	LEARNING AND DEVELOPMENT	\$1,275.00
Vendor Total:						\$1,275.00
DEPT OF MOTOR VEHICLES	DV032822	BICYCLE RENEWAL STICKERS	\$15.00	10020210-54100	SUPPLIES	\$15.00
Vendor Total:						\$15.00
DFM ASSOCIATES	DV030422	CA ELECTIONS CODE BOOK	\$64.35	20012500-54100	SUPPLIES	\$64.35
Vendor Total:						\$64.35

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DONALD KEITH HEWETT	83515	TOWING SERVICES AS NEEDED PER	\$420.00	10521210-56130	EXTERNAL SERVICES	\$420.00
					Vendor Total:	\$420.00
DOUGLAS ERIC JOHNSON	TR 3/16-18/22	TRAVEL REIMBURSEMENT	\$219.64	20010000-57100	LEARNING AND DEVELOPMENT	\$219.64
					Vendor Total:	\$219.64
E SOURCE COMPANIES LLC	21022	PM FOR UTILITY BILLING CIS REP	\$7,344.00	20513300-52100	CONTRACTUAL SERVICES	\$7,344.00
					Vendor Total:	\$7,344.00
EVERGREEN JOB & SAFETY TRAINING INC	1444	JOB AND SAFETY TRAINING - MAR	\$2,193.48	80026110-52100	CONTRACTUAL SERVICES	\$2,193.48
					Vendor Total:	\$2,193.48
FAMILY TREE RESOURCE INC	2022134	REMOVAL OF 1 DYING SPRUCE TREE	\$6,910.00	10022100-52100	CONTRACTUAL SERVICES	\$6,910.00
					Vendor Total:	\$6,910.00
FARWEST LINE SPECIALTIES LLC	353291	CARHARTT FR FORCE LONG SL SHIRT	\$6,276.64	80026120-54100	SUPPLIES	\$6,276.64
					Vendor Total:	\$6,276.64
FEDERAL EXPRESS	7-703-04883	SHIPPING SERVICES	\$34.21	10020210-54101	POSTAGE	\$34.21
	7-695-28006	SHIPPING SERVICES	\$66.52	10521210-54101	POSTAGE	\$66.52
	7-672-50413	SHIPPING SERVICES	\$32.07	84027225-54101	POSTAGE	\$32.07
					Vendor Total:	\$132.80
FILETRAIL INC	2022-0267	HOSTED FILE MANAGMENT SYSTEM	\$646.85	20012500-54320	SOFTWARE	\$646.85
					Vendor Total:	\$646.85
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CI033019	TAB SMARTDOCKS	\$81.21	10521210-56130	EXTERNAL SERVICES	\$81.21
					Vendor Total:	\$81.21
INFOSEND INC	209120	UB PRINT & MAIL SERVICES	\$78.00	10020210-52515	ADVERTISING & PUBLICATION	\$78.00
					Vendor Total:	\$78.00
INLAND WATER & POWER COMM	2022.1A	ONGOING CONSULING EXEPNSES AND	\$50,000.00	82027110-52100	CONTRACTUAL SERVICES	\$50,000.00
					Vendor Total:	\$50,000.00
INTERNATIONAL CODE COUNCIL INC	100149246	BUILDING CODE BOOKS	\$193.80	10023320-57100	LEARNING AND DEVELOPMENT	\$193.80
					Vendor Total:	\$193.80
INTERWEST CONSULTING GROUP INC	76520	ON-CALL BUILDING & PLAN CHECK	\$3,320.00	20822500-80220	BUILDING IMPROVEMENTS	\$3,320.00
	76806	ON-CALL BUILDING & PLAN CHECK	\$4,928.96	10023320-52100	CONTRACTUAL SERVICES	\$4,928.96

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
INTERWEST CONSULTING GROUP INC	77040	ON-CALL BUILDING & PLAN CHECK	\$550.00	10521210-52100	CONTRACTUAL SERVICES	\$550.00
					Vendor Total:	\$8,798.96
JACK MILLER	22121	SCADA UPGRADE AT THE WATER TRE	\$3,360.00	82027111-80100	MACHINERY & EQUIPMENT	\$3,360.00
					Vendor Total:	\$3,360.00
JAMES O'BRIEN	TR 3/15-18/22	TRAVEL REIMBURSEMENT	\$1,304.37	80026220-57100	LEARNING AND DEVELOPMENT	\$1,304.37
					Vendor Total:	\$1,304.37
JASON BENSON	TR 3/22-24/22	TRAVEL REIMBURSEMENT	\$146.25	10024210-57100	LEARNING AND DEVELOPMENT	\$146.25
					Vendor Total:	\$146.25
JASON SODERQUIST	U0016586	PAINT, PAINT SUPPLIES	\$223.54	84027225-56300	BUILDING MAINT. & REPAIR	\$223.54
					Vendor Total:	\$223.54
JEFFREY MORRIS	TA 5/16-19/22	TRAVEL ADVANCE	\$1,899.00	10521210-57100	LEARNING AND DEVELOPMENT	\$1,899.00
					Vendor Total:	\$1,899.00
JOHN'S LOCK & SAFE	10778	MISC LOCK & KEY SERVICES AS NEEDED	\$570.94	10022100-54100	SUPPLIES	\$570.94
	10935	MISC LOCK & KEY SERVICES AS NEEDED	\$13.07	80026200-54100	SUPPLIES	\$13.07
					Vendor Total:	\$584.01
JUDY CHAN	APR 22	PARKS DEPT. OFFICE LEASE - 185	\$1,470.00	10022100-52600	RENT	\$1,470.00
					Vendor Total:	\$1,470.00
KEITH QUIGLEY	TA 4/5-8/22	TRAVEL ADVANCE	\$160.00	10521210-57100	LEARNING AND DEVELOPMENT	\$160.00
					Vendor Total:	\$160.00
LARRY WALKER ASSOCIATES INC	00564.08-6	CONSULTING SVCS - NPDES & RECY	\$14,161.50	84027225-52100	CONTRACTUAL SERVICES	\$14,161.50
					Vendor Total:	\$14,161.50
LAURA CHRISTENSEN	TR 3/16-18/22	TRAVEL REIMBURSEMENT	\$1,206.20	20010000-57100	LEARNING AND DEVELOPMENT	\$1,206.20
					Vendor Total:	\$1,206.20
LES SCHWAB TIRE CENTER	6400573042	WHEEL BALANCE, VALVE STEM, NEW TIRE	\$167.88	10020210-56130	EXTERNAL SERVICES	\$167.88
	64000572107	TIRE REPAIR	\$40.00	82027114-56130	EXTERNAL SERVICES	\$40.00
					Vendor Total:	\$207.88
LIEBERT CASSIDY WHITMORE	214507	LEGAL SERVICES PERTAINING TO E	\$783.00	20016100-52150	LEGAL SERVICES/ EXPENSES	\$783.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LIEBERT CASSIDY WHITMORE	213827	LEGAL SERVICES PERTAINING TO E	\$1,026.15	20016100-52150	LEGAL SERVICES/ EXPENSES	\$1,026.15
					Vendor Total:	\$1,809.15
LIFE ASSIST INC	1186910	MISC. EMS SUPPLIES AS NEEDED	\$254.53	10521210-54107	EMS SUPPLIES	\$127.26
				71021100-54107	EMS SUPPLIES	\$127.27
	1189147	MISC. EMS SUPPLIES AS NEEDED	\$830.31	10521210-54107	EMS SUPPLIES	\$415.15
				71021100-54107	EMS SUPPLIES	\$415.16
					Vendor Total:	\$1,084.84
LN CURTIS & SONS	INV568476	TURNOUT JACKETS	\$1,294.50	10521210-54106	SPECIALTY SUPPLIES	\$1,294.50
					Vendor Total:	\$1,294.50
LUTZCO INC	54990A-IN	MENS FR RUGGED FLEX CANVAS - 1	\$344.05	80026120-54100	SUPPLIES	\$344.05
					Vendor Total:	\$344.05
MENDO MILL & LUMBER CO	205468/1	MILWAUKEE #2880-20 M18 FUEL 4-	\$2,802.57	10521210-54102	SMALL TOOLS	\$2,802.57
	CM 205480/1	RETURN - NAILS, COATED SINKERS	(\$207.91)	10521210-54100	SUPPLIES	(\$207.91)
	205410/1	NAILS, COATED SINKERS	\$207.91	10521210-54100	SUPPLIES	\$207.91
					Vendor Total:	\$2,802.57
MENDOCINO COUNTY TAX COLLECTOR	1025772 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$137.76	10022100-59100	PROPERTY TAXES PAID	\$137.76
	1095450 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$605.50	10022100-59100	PROPERTY TAXES PAID	\$605.50
	1036381 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$410.03	70024500-59100	PROPERTY TAXES PAID	\$410.03
	1080766 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$1,067.44	70024500-59100	PROPERTY TAXES PAID	\$1,067.44
	1052352 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$633.45	77725200-59100	PROPERTY TAXES PAID	\$633.45
	1044850 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$440.29	82027110-59100	PROPERTY TAXES PAID	\$440.29
	1144877 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$440.60	82027110-59100	PROPERTY TAXES PAID	\$440.60
	1118708 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$492.81	82027110-59100	PROPERTY TAXES PAID	\$492.81
	1102685 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$692.56	82027110-59100	PROPERTY TAXES PAID	\$692.56
	1017390 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$782.45	82027110-59100	PROPERTY TAXES PAID	\$782.45

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDOCINO COUNTY TAX COLLECTOR	1080831 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$822.77	82027110-59100	PROPERTY TAXES PAID	\$822.77
	1019922 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$1,380.22	82027110-59100	PROPERTY TAXES PAID	\$1,380.22
	1039405 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$3,402.30	82027110-59100	PROPERTY TAXES PAID	\$3,402.30
	1078734 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$1,059.62	84027225-59100	PROPERTY TAXES PAID	\$1,059.62
	1080835 1 21/22	21/22 PROPERTY TAXES 2ND INSTALLEMENT	\$2,509.93	84027225-59100	PROPERTY TAXES PAID	\$2,509.93
Vendor Total:						\$14,877.73
MICHELLE N JOHNSON	TR 3/16-18/22	TRAVEL REIMBURSEMENT	\$253.80	20010000-57100	LEARNING AND DEVELOPMENT	\$253.80
	Vendor Total:					\$253.80
MILSOFT UTILITY SOLUTIONS INC	20221265	REPLACEMENT OF UTILITY BILLING	\$2,100.00	20513300-54320	SOFTWARE	\$2,100.00
	20221266	REPLACEMENT OF UTILITY BILLING	\$2,800.00	20513300-54320	SOFTWARE	\$2,800.00
Vendor Total:						\$4,900.00
MUNICIPAL MAINTENANCE EQUIPMENT	0168314-IN	FLANGE BEARING, SKID SHOE	\$445.91	10024620-56130	EXTERNAL SERVICES	\$445.91
	Vendor Total:					\$445.91
MUNICIPAL MANAGEMENT ASSOCIATION OF	5695	REGISTRATION - S BROWN	\$110.00	20013220-57100	LEARNING AND DEVELOPMENT	\$110.00
	5701	MEMBERSHIP - M REYNOLDS	\$75.00	20013210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$75.00
Vendor Total:						\$185.00
NORTH COAST OPPORTUNITIES, INC	FEB 22	URBAN GREEN PHASE 4 PROJECT MA	\$5,070.00	51124210-80230	INFRASTRUCTURE	\$5,070.00
	Vendor Total:					\$5,070.00
OLIN CORPORATION	3000086395	LIQUID SODIUM HYPOCHLORITE FY2	\$5,512.66	84027225-58202	CHEMICALS	\$5,512.66
	Vendor Total:					\$5,512.66
ONE TIME PAY VENDOR	3192 1	REFUND PERMIT 3192 - JEDI HUNNICUTT	\$4,582.62	84300000-44640	CONNECTION FEES	\$4,582.62
	0024224	REC REFUND - KOREA WARREN	\$75.00	10022850-44915	RECREATION PROGRAM INCOME	\$75.00
	0024317	REC REFUND - JANNA VAUGHN	\$127.50	10022850-44915	RECREATION PROGRAM INCOME	\$127.50
	124311-2	UTILITY REFUND - DARREN SWANEY, KATILYNN ABLES	\$48.85	90100000-10421	UTILITY RECEIVABLES CLEARING	\$48.85

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	123471-5	UTILITY REFUND - KINA CHAVEZ	\$51.05	90100000-10421	UTILITY RECEIVABLES CLEARING	\$51.05
					Vendor Total:	\$4,885.02
PACE SUPPLY CORPORATION	027556646	PVC PIPE, PVC SOC ELL, COUPLING	\$55.32	82027111-56300	BUILDING MAINT. & REPAIR	\$55.32
	027545101-1	MISC WATER PARTS PER INVOICE #	\$1,406.84	82227113-80230	INFRASTRUCTURE	\$1,406.84
	027545101	MISC WATER PARTS PER INVOICE #	\$2,696.35	82227113-80230	INFRASTRUCTURE	\$2,696.35
	027571287	DOUBLE STRAP SADDLE IMP	\$226.23	82000000-12104	INVENTORY - PURCHASES	\$226.23
	027358763-1	(1-CP-4P-P) COUPLING, SEWER FI	\$261.30	82000000-12104	INVENTORY - PURCHASES	\$261.30
	027358763-2	BRS METER FLG FORD	\$320.10	82000000-12104	INVENTORY - PURCHASES	\$320.10
	027491724	REPAIR CLAMP	\$409.32	82000000-12104	INVENTORY - PURCHASES	\$409.32
	027535622	(SA-234-A) ANGLE BALL METER 3/	\$1,550.27	82000000-12104	INVENTORY - PURCHASES	\$1,550.27
	027575554	(1-CP-4[P] COUPLING, SEWER FL	\$4,182.01	82000000-12104	INVENTORY - PURCHASES	\$4,182.01
	027595418	URINAL SPUD, HACKSAW LENOX	\$23.85	20824300-54100	SUPPLIES	\$23.85
	027594752	ROYAL SLOAN URINAL	\$208.22	20824300-54100	SUPPLIES	\$208.22
	027562333	LF BRS STRAIGHT CHECK VLV FORD	\$118.97	82027114-54100	SUPPLIES	\$118.97
					Vendor Total:	\$11,458.78
PETERSON POWER SYSTEMS INC	PC060173105	BATTERIES	\$723.40	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$723.40
	PC060173465	SEALS COUPLERS CONNECTORS	\$572.96	84027225-56130	EXTERNAL SERVICES	\$572.96
					Vendor Total:	\$1,296.36
PITNEY BOWES INC	1020269347	POSTAGE MACHINE LEASE & SUPPLI	\$146.98	73022600-52100	CONTRACTUAL SERVICES	\$146.98
					Vendor Total:	\$146.98
POWER ENGINEERS INC	458524	TASK ORDER #9: CITY OF UKIAH H	\$1,315.03	80026400-52100	CONTRACTUAL SERVICES	\$1,315.03
					Vendor Total:	\$1,315.03
RAIN FOR RENT, WOODLAND	1714819	RENTAL- 6 X 4 PUMP TO TRANSFER	\$3,480.00	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,480.00
					Vendor Total:	\$3,480.00
RAY C STARKEY	P-2201237	POLO SHIRTS - CONF CENTER	\$20.00	73022600-52100	CONTRACTUAL SERVICES	\$20.00
	P-2201206	EMBROIDERY SERVICES - ELECTRIC	\$250.00	80026120-54100	SUPPLIES	\$250.00
	P-2201186	EMBROIDERY SERVICES - ELECTRIC	\$700.00	80026120-54100	SUPPLIES	\$700.00
					Vendor Total:	\$970.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RICK PINTANE	TA 4/11-13/22	TRAVEL ADVANCE	\$45.00	10020210-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
RINO PACIFIC	CL36659	FUEL CARD CHARGES AS NEEDED	\$2,397.79	10521210-56210	FUEL & FLUIDS	\$2,397.79
	CL36780	FUEL CARD CHARGES AS NEEDED	\$3,079.86	10521210-56210	FUEL & FLUIDS	\$2,980.39
				71021100-56210	FUEL & FLUIDS	\$99.47
					Vendor Total:	\$5,477.65
RIVERSIDE COUNTY SHERIFFS DEPARTMENT	BCTC046487	REGISTRATION - A COWAN	\$253.00	10020210-57100	LEARNING AND DEVELOPMENT	\$253.00
					Vendor Total:	\$253.00
ROCKWELL SOLUTIONS INC	2849	SIGHT GLASS	\$676.26	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$676.26
					Vendor Total:	\$676.26
ROUND TABLE PIZZA	275021	WWTP - TRAINING LUNCHEON	\$284.98	84027225-57100	LEARNING AND DEVELOPMENT	\$284.98
					Vendor Total:	\$284.98
RQI PARTNERS LLC	INV08357	CPR AND BLS TRAINING/EDUCATION	\$1,414.00	10521210-54102	SMALL TOOLS	\$1,131.20
				71021100-54102	SMALL TOOLS	\$282.80
	INV08356	CPR AND BLS TRAINING/EDUCATION	\$12,478.60	10521210-54102	SMALL TOOLS	\$9,982.88
				71021100-54102	SMALL TOOLS	\$2,495.72
					Vendor Total:	\$13,892.60
RYAN KRIKEN	DV032822	REIMBURSEMENT - TRAINING LUNCHEON	\$174.53	84027225-57100	LEARNING AND DEVELOPMENT	\$174.53
					Vendor Total:	\$174.53
SABRINNA LACOY	TA 4/12/22	TRAVEL ADVANCE	\$15.00	20620231-57100	LEARNING AND DEVELOPMENT	\$15.00
					Vendor Total:	\$15.00
SANTA ROSA UNIFORM & CAREER APPAREL INC	11418792	POINT BLANK LEVEL 3A BODY ARMO	\$1,420.25	63620210-54100	SUPPLIES	\$1,420.25
	11418793	POINT BLANK LEVEL 3A BODY ARMO	\$1,420.25	63620210-54100	SUPPLIES	\$1,420.25
					Vendor Total:	\$2,840.50
SAVINGS BANK OF MENDOCINO COUNTY	MAR 22	LOVERS LANE LOAN PAYMENT	\$1,945.41	91500000-70103	LOAN INTEREST	\$300.35
				91800000-70103	LOAN INTEREST	\$700.80

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SAVINGS BANK OF MENDOCINO COUNTY	MAR 22	LOVERS LANE LOAN PAYMENT	\$1,945.41	91500000-70201	LOAN PRINCIPAL PAYMENTS	\$283.28
				91800000-70201	LOAN PRINCIPAL PAYMENTS	\$660.98
				Vendor Total:		\$1,945.41
SNAP-ON INDUSTRIAL	ARV/52265530	7PC STD HX DR SET	\$344.20	20324100-54102	SMALL TOOLS	\$344.20
				Vendor Total:		\$344.20
STATE WATER RESOURCES CONTROL BOARD	DV032822	REGISTRATION - D TUBBS	\$125.00	84027225-57100	LEARNING AND DEVELOPMENT	\$125.00
				Vendor Total:		\$125.00
SUBURBAN PROPANE	69233	BULK ACCOUNT MAINTENANCE	\$10.00	10521210-55210	UTILITIES	\$10.00
				Vendor Total:		\$10.00
TGIF REPAIRS INC	6610	PRINTER MAINTENANCE	\$262.50	82027114-52100	CONTRACTUAL SERVICES	\$262.50
	6609	PRINTER MAINTENANCE	\$262.50	80026400-54100	SUPPLIES	\$262.50
				Vendor Total:		\$525.00
THE KPA GROUP	000005	DESIGN SVCS FOR BARRIER REMOVAL	\$17,200.00	20822500-80220	BUILDING IMPROVEMENTS	\$17,200.00
				Vendor Total:		\$17,200.00
TRAFFIC LOGIX CORPORATION	SIN15301	SH-073003-M SPEED HUMP 7 FEET	\$18,579.52	10024620-54100	SUPPLIES	\$18,579.52
				Vendor Total:		\$18,579.52
UKIAH ROUND TREE GLASS INC	18940	OEM WINDSHIELD	\$733.82	10521210-56130	EXTERNAL SERVICES	\$733.82
	19139	FW 4628 GTY WINDSHIELD	\$456.42	80026110-56130	EXTERNAL SERVICES	\$456.42
				Vendor Total:		\$1,190.24
VERIZON WIRELESS	9902241208	DATA & EMERGENCY LOANER PHONES	\$2,748.80	80126100-80100	MACHINERY & EQUIPMENT	\$152.04
				10020210-55100	TELEPHONE	\$76.02
				10022100-55100	TELEPHONE	\$198.05
				10022300-55100	TELEPHONE	\$38.01
				10022810-55100	TELEPHONE	\$38.00
				10022840-55100	TELEPHONE	\$38.01
				10023100-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$69.69
				10024620-55100	TELEPHONE	\$53.97
				20012100-55100	TELEPHONE	\$38.01

List of Checks Presented for Approval on 4/1/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VERIZON WIRELESS	9902241208	DATA & EMERGENCY LOANER PHONES	\$2,748.80	20913900-55100	TELEPHONE	\$466.75
				70024500-55100	TELEPHONE	\$28.51
				77725200-55100	TELEPHONE	\$118.03
				80026210-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$352.10
				82027110-55100	TELEPHONE	\$110.86
				82027111-55100	TELEPHONE	\$76.02
				82027114-55100	TELEPHONE	\$300.15
				84027221-55100	TELEPHONE	\$466.31
				84027225-55100	TELEPHONE	\$52.25
Vendor Total: \$2,748.80						
WALMART COMMUNITY	07638	WWTP - TRAINING SUPPLIES	\$2.72	84027225-57100	LEARNING AND DEVELOPMENT	\$2.72
	07611	WWTP TRAINING SUPPLIES	\$95.96	84027225-57100	LEARNING AND DEVELOPMENT	\$95.96
	09109	WWTP - TRAINING SUPPLIES	\$149.96	84027225-57100	LEARNING AND DEVELOPMENT	\$149.96
	07514	DAY CAMP SUPPLIES	\$25.61	10022840-54100	SUPPLIES	\$25.61
	09874	GLASS CLEANER	\$5.16	73022600-54100	SUPPLIES	\$5.16
Vendor Total: \$279.41						
WASHINGTON HOSPITAL HEALTHCARE SYSTEM	12022-UKIA-1	SART EXAM	\$300.00	10020210-52100	CONTRACTUAL SERVICES	\$300.00
Vendor Total: \$300.00						
WILLOW COUNTY WATER DIST	10010 MAR 22	WATER SERVICE - 1500 S STATE ST	\$46.25	10521210-55210	UTILITIES	\$46.25
	40351 MAR 22	WATER SERVICE - 1640 S STATE ST	\$101.47	31122000-55210	UTILITIES	\$101.47
	40353 MAR 22	WATER SERVICE - 1640 S STATE ST	\$111.17	31122000-55210	UTILITIES	\$111.17
	81154 MAR 22	WATER SERVICE - SEWER TREATMENT PLANT	\$139.49	84027225-55210	UTILITIES	\$139.49
Vendor Total: \$398.38						
YENTER GROUP CORPORATION	UKIAH-0001	3-YEAR CONTRACT FOR WEB-BASED	\$4,500.00	80026400-52100	CONTRACTUAL SERVICES	\$4,500.00
Vendor Total: \$4,500.00						

List of Checks Presented for Approval on 4/1/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ZUMAR INDUSTRIES INC	96026	#200-403 BDL3-Y PUSH BUTTON W/	\$4,001.38	10024620-54100	SUPPLIES	\$4,001.38
Vendor Total:						\$4,001.38
INVOICE TOTAL:						\$499,754.09

List of Checks Presented for Approval on 4/8/2022

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

Sgt. S. S. S.

D. R. J.

CR

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ACTION RENTS	609184-2	EQUIPMENT & MACHINERY RENTAL A	\$640.00	10022100-56410	EQUIPMENT RENTAL - PRIVATE	\$640.00
					Vendor Total:	\$640.00
ACME RIGGING & SUPPLY CO	323568	MISC. RENTAL & SUPPLIES AS NEE	\$157.31	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$157.31
	323530	MISC. RENTAL & SUPPLIES AS NEE	\$47.98	10024620-54120	PW - SPECIAL SUPPLIES	\$47.98
	323622	MISC. RENTAL & SUPPLIES AS NEE	\$86.16	80026110-54100	SUPPLIES	\$86.16
	323834	MISC. RENTAL & SUPPLIES AS NEE	\$108.30	80026120-54100	SUPPLIES	\$108.30
					Vendor Total:	\$399.75
ADVANCED SECURITY SYSTEMS	597227	SECURITY MONITORING - TALMAGE	\$25.75	10521210-52180	SECURITY SERVICES	\$25.75
	600807	SECURITY MONITORING - TALMAGE	\$25.75	10521210-52180	SECURITY SERVICES	\$25.75
					Vendor Total:	\$51.50
AFLAC	206202	FEB 22 CANCER/LIFE/ACC INSURANCE	\$7,840.24	20700000-20527	SECTION 125 (CANCER & LIFE)	\$7,840.24
					Vendor Total:	\$7,840.24
AL SMATSKY	125	DESIGN, ENGINEERING & CONSULTA	\$10,501.77	80026400-52100	CONTRACTUAL SERVICES	\$646.77
				80126100-80230	INFRASTRUCTURE	\$4,890.00
				80126100-80230	INFRASTRUCTURE	\$4,965.00
	123	DESIGN, ENGINEERING & CONSULTA	\$12,008.48	80026400-52100	CONTRACTUAL SERVICES	\$413.48
				80126100-80230	INFRASTRUCTURE	\$4,785.00
				80126100-80230	INFRASTRUCTURE	\$6,810.00
	126	DESIGN, ENGINEERING & CONSULTA	\$16,836.71	80026400-52100	CONTRACTUAL SERVICES	\$1,354.21
				80126100-80230	INFRASTRUCTURE	\$1,660.00
				80126100-80230	INFRASTRUCTURE	\$13,822.50
					Vendor Total:	\$39,346.96

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALL STAR FIRE EQUIPMENT, INC	238628	KEY HOSE #DP17-100S	\$13,851.15	10521210-54102	SMALL TOOLS	\$13,851.15
	237490	NRS #45103.01 STANDARD RESCUE	\$3,309.14	10521210-54106	SPECIALTY SUPPLIES	\$3,309.14
	Vendor Total:					\$17,160.29
ALPHA ANALYTICAL LABORATORIES INC	2032925-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$80.00	84027225-52100	CONTRACTUAL SERVICES	\$80.00
	2034894-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$133.00	84027225-52100	CONTRACTUAL SERVICES	\$133.00
	2032497-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$192.00	84027225-52100	CONTRACTUAL SERVICES	\$192.00
	2032557-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$192.00	84027225-52100	CONTRACTUAL SERVICES	\$192.00
	2033115-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$192.00	84027225-52100	CONTRACTUAL SERVICES	\$192.00
	2033687-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$192.00	84027225-52100	CONTRACTUAL SERVICES	\$192.00
	2035760-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$192.00	84027225-52100	CONTRACTUAL SERVICES	\$192.00
	2032366-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$193.00	84027225-52100	CONTRACTUAL SERVICES	\$193.00
	2034147-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$193.00	84027225-52100	CONTRACTUAL SERVICES	\$193.00
	2033816-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$210.00	84027225-52100	CONTRACTUAL SERVICES	\$210.00
	2034142-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTUAL SERVICES	\$291.00
	2032496-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$320.00	84027225-52100	CONTRACTUAL SERVICES	\$320.00
	2032223-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$369.00	84027225-52100	CONTRACTUAL SERVICES	\$369.00
	3023330-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$495.00	84027225-52100	CONTRACTUAL SERVICES	\$495.00
	2032546-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$690.00	84027225-52100	CONTRACTUAL SERVICES	\$690.00
	2032564-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$870.00	84027225-52100	CONTRACTUAL SERVICES	\$870.00
	Vendor Total:					\$4,804.00
ALTEC INDUSTRIES INC	11870174	EPOXY ADHESIVE	\$120.17	80026110-56130	EXTERNAL SERVICES	\$120.17
	11877741	HOLDER PAD	\$249.28	80026110-56130	EXTERNAL SERVICES	\$249.28
	Vendor Total:					\$369.45
AMAZON CAPITAL SERVICES	1Q64-JRDC-4P7D	APPLE SMART KEYBOARD FOR IPAD	\$108.82	10024210-54330	COMPUTER AND TECHNOLOGY	\$108.82
	1NJ7-3XD1-99DK	HEADSET, WEBCAM	\$244.22	20023520-54330	COMPUTER AND TECHNOLOGY	\$244.22
	1PMF-HWVF-L4XY	YOUTH SOFTBALL SUPPLIES	\$158.34	90000000-23256	SPECIAL EVENTS TRUST	\$158.34
	1FPD-Y79Q-9YCW	MOUSE, KEYBOARD	\$12.41	10023320-54100	SUPPLIES	\$12.41
	1RFR-YGCV-4TL4	INDUSTRIAL MARKING PAINT	\$860.19	80026120-54100	SUPPLIES	\$860.19
	Vendor Total:					\$1,383.98

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AP TRITON CONSULTING LLC	2022-116	CONSULTINGS SERVICES FOR PHEMS	\$5,000.00	71021100-52100	CONTRACTUAL SERVICES	\$5,000.00
					Vendor Total:	\$5,000.00
AT&T	2799 APR 22	INTERNET	\$90.35	10022100-55100	TELEPHONE	\$90.35
	3138 MAR 22	DSL FOR 911 REMOTE SUPPORT	\$208.65	20620231-55100	TELEPHONE	\$208.65
					Vendor Total:	\$299.00
BADGER METER INC	1496023	PART # 102-3302	\$2,060.77	82027114-54100	SUPPLIES	\$2,060.77
					Vendor Total:	\$2,060.77
BOMBER INC	26466	SAFTY GLASSES, CLEAR SAFETY W/ FOAM	\$490.34	80026110-54100	SUPPLIES	\$490.34
					Vendor Total:	\$490.34
CANTEEN SERVICE	5975-013026	WATER FILTRATION SERVICE POLIC	\$45.00	10020210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
					Vendor Total:	\$45.00
CHRISTOPHER LONG	TA 4/20-21/22	TRAVEL ADVANCE	\$668.68	10020210-57100	LEARNING AND DEVELOPMENT	\$668.68
					Vendor Total:	\$668.68
CHROMAGRAPHS	80091	BUSINESS CARDS - I BROESKE	\$118.84	10521210-54100	SUPPLIES	\$118.84
					Vendor Total:	\$118.84
COFFEE CRITIC INC, THE	R28159	MISC. COFFEE SUPPLIES AS NEEDED	\$110.00	20012200-54100	SUPPLIES	\$110.00
					Vendor Total:	\$110.00
COMCAST	0472 MAR 22	INTERNET SERVICES	\$163.78	20913900-55100	TELEPHONE	\$163.78
					Vendor Total:	\$163.78
CREATIVE WORKSHOP	009291	PRINTING & COPY SERVICES	\$94.72	77725200-54100	SUPPLIES	\$94.72
					Vendor Total:	\$94.72
DANIEL STEEL & MACHINE INC	15933	LABOR AND MATERIALS TO FABRICA	\$1,248.96	82227113-80230	INFRASTRUCTURE	\$1,248.96
					Vendor Total:	\$1,248.96
DELL MARKETING LP	10564824296	PRECISION 7760 MOBILE PRECISIO	\$5,838.24	10024210-54330	COMPUTER AND TECHNOLOGY	\$3,152.65
				82027110-54330	COMPUTER AND TECHNOLOGY	\$1,342.80
				84027221-54330	COMPUTER AND TECHNOLOGY	\$1,342.79
	10564824763	OPTIPLEX 7090 MICRO BTX COMPUT	\$4,767.78	10521210-54330	COMPUTER AND TECHNOLOGY	\$1,080.75

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DELL MARKETING LP	10564824763	OPTIPLEX 7090 MICRO BTX COMPUT	\$4,767.78	71021100-54330	COMPUTER AND TECHNOLOGY	\$3,687.03
					Vendor Total:	\$10,606.02
DIANN LUCCHETTI	TA 4/16-22/22	TRAVEL ADVANCE	\$670.75	80026400-57100	LEARNING AND DEVELOPMENT	\$670.75
					Vendor Total:	\$670.75
E SOURCE COMPANIES LLC	21083	PM FOR UTILITY BILLING CIS REP	\$6,432.25	20513300-52100	CONTRACTUAL SERVICES	\$6,432.25
					Vendor Total:	\$6,432.25
ECS IMAGING INC	16751	RV-CCA-W-001 COMPLIANT CLOUD A	\$7,410.00	20012500-54330	COMPUTER AND TECHNOLOGY	\$7,410.00
	16792	LASERFICHE AVANTE	\$10,061.00	20012500-54320	SOFTWARE	\$10,061.00
					Vendor Total:	\$17,471.00
FAMILY TREE RESOURCE INC	2022141	REMOVE 2 EUCALYPTUS AND ONE OA	\$4,750.28	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$4,750.28
					Vendor Total:	\$4,750.28
FEDERAL EXPRESS	7-710-85938	SHIPPING SERVICES	\$108.53	20013400-54101	POSTAGE	\$50.05
				84027221-54101	POSTAGE	\$56.56
				84027225-54101	POSTAGE	\$1.92
					Vendor Total:	\$108.53
FISHER WIRELESS SVCS INC	12444	EQUIPMENT REPAIR	\$453.50	10020210-54100	SUPPLIES	\$453.50
					Vendor Total:	\$453.50
GARTON TRACTOR INC	CU64244	ASSEMBLY PIN SET	\$127.90	84027225-56130	EXTERNAL SERVICES	\$127.90
	CU63492	CARTRIDGE, ELEMENTS, FILTER	\$294.47	84027225-56130	EXTERNAL SERVICES	\$294.47
					Vendor Total:	\$422.37
GENERAL PACIFIC INC	1433471	DJI MATRICE 300 (M300) SMART C	\$1,425.17	80026220-54102	SMALL TOOLS	\$1,425.17
					Vendor Total:	\$1,425.17
GRAINGER INC	9220130414	NOTEBOOKS	\$116.94	10521210-54100	SUPPLIES	\$116.94
	9264240889	VALVES	\$63.29	82027114-54100	SUPPLIES	\$63.29
					Vendor Total:	\$180.23
GRANITE CONSTRUCTION COMPANY	2202207	MISC ROCK & ROAD PATCH MATERIA	\$772.06	84027221-54100	SUPPLIES	\$62.94
				84027221-54100	SUPPLIES	\$100.96
				84027221-54100	SUPPLIES	\$109.60
				84027221-54100	SUPPLIES	\$122.72

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GRANITE CONSTRUCTION COMPANY	2202207	MISC ROCK & ROAD PATCH MATERIA	\$772.06	84027221-54100	SUPPLIES	\$185.92
				84027221-54100	SUPPLIES	\$189.92
					Vendor Total:	\$772.06
HERC RENTALS INC	3278485-01	EXCAVATOR RENTAL 3/21/22 - 3/2	\$1,549.47	10024620-56410	EQUIPMENT RENTAL - PRIVATE	\$1,549.47
	32767330-001	RENTAL OR PURCHASE OF MISC EQUIP	\$240.19	10024620-54120	PW - SPECIAL SUPPLIES	\$240.19
					Vendor Total:	\$1,789.66
HILDEBRAND CONSULTING LLC	436	ANNUAL SEWER RECONCILIATION FI	\$525.00	84413400-52100	CONTRACTUAL SERVICES	\$525.00
					Vendor Total:	\$525.00
HINDERLITER DE LLAMAS AND ASSOCIATES	SIN015660	SALES, USE & TRANSACTIONS TAX	\$300.00	20013400-52100	CONTRACTUAL SERVICES	\$300.00
					Vendor Total:	\$300.00
INTEGRITY SHRED LLC	130181	DOCUMENT SHREDDING	\$61.00	20513300-52100	CONTRACTUAL SERVICES	\$61.00
	130124	DOCUMENT SHREDDING	\$65.00	10020210-54100	SUPPLIES	\$32.50
				20620231-54100	SUPPLIES	\$32.50
					Vendor Total:	\$126.00
JENNIFER HIGBEE	940331352384	REIMBURSEMENT - SHIPPING FED EX	\$195.64	82027111-54101	POSTAGE	\$195.64
					Vendor Total:	\$195.64
KATHERINE ESCOBEDO	DV040122	INSTRUCTOR	\$2,100.00	10022850-52100	CONTRACTUAL SERVICES	\$2,100.00
					Vendor Total:	\$2,100.00
KONOCITI RIDGE CORPORATION	104550	EXTERMINATOR SERVICES	\$98.00	10521210-56300	BUILDING MAINT. & REPAIR	\$98.00
					Vendor Total:	\$98.00
LEAVITT COMMUNICATIONS LLC	7071925	MINITOR VI VHF 143-174 MHZ, 2-	\$8,102.73	10521210-54100	SUPPLIES	\$8,102.73
					Vendor Total:	\$8,102.73
LINCOLN AQUATICS	29011304	CHLORINE, PH RED INDICATOR	\$342.66	10022300-54106	SPECIALTY SUPPLIES	\$342.66
					Vendor Total:	\$342.66
MATHESON TRI-GAS INC	0025371829	OXYGEN & MISC. AS NEEDED	\$108.65	80026210-54100	SUPPLIES	\$108.65
					Vendor Total:	\$108.65
MENDO MILL & LUMBER CO	209194/1	FASTENERS	\$0.37	10521210-56300	BUILDING MAINT. & REPAIR	\$0.37
	208014/1	PAINT	\$9.47	10521210-56300	BUILDING MAINT. & REPAIR	\$9.47

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDO MILL & LUMBER CO	207481/1	FLAT WASHER	\$19.14	10521210-56300	BUILDING MAINT. & REPAIR	\$19.14
	209107/1	PAINT	\$39.07	10521210-56300	BUILDING MAINT. & REPAIR	\$39.07
	208973/1	SPACKLE, TAPE, PAINT ROLLERS	\$47.13	10521210-56300	BUILDING MAINT. & REPAIR	\$47.13
	207534/1	YARD TAG SALE, FURRING STRIPS	\$72.18	10521210-56300	BUILDING MAINT. & REPAIR	\$72.18
	207290/1	JB WELD EXPOXY	\$21.75	82027111-56300	BUILDING MAINT. & REPAIR	\$21.75
	208041/1	HOSE MENDOR	\$26.11	82027111-56300	BUILDING MAINT. & REPAIR	\$26.11
	208297/1	BAR & CHAIN OIL, FILL SPOUT	\$46.60	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$46.60
	208189/1	TRUFUEL	\$224.60	10521210-56210	FUEL & FLUIDS	\$224.60
	207853/1	SPRING	\$108.83	10024620-54120	PW - SPECIAL SUPPLIES	\$108.83
	209026/1	ANCHOR, TIE DOWN	\$34.42	10521210-54102	SMALL TOOLS	\$34.42
	209004/1	ANCHOR, MAKER, TIE DOWNS, BATTERY, BUNGEE	\$465.72	10521210-54102	SMALL TOOLS	\$465.72
	207255/1	PELLETS	\$30.35	10521210-54100	SUPPLIES	\$30.35
	208873/1	TRING TRIMMER, ORGANIZER, VEGETATION KLR	\$357.08	10521210-54100	SUPPLIES	\$357.08
	Vendor Total:					\$1,502.82
NANCY SKELLY	DV033122	INSTRUCTOR	\$576.00	10022850-52100	CONTRACTUAL SERVICES	\$576.00
	Vendor Total:					\$576.00
ONE TIME PAY VENDOR	0024330	REC REFUND - STONE SMITH	\$212.50	10022840-44915	RECREATION PROGRAM INCOME	\$212.50
	11626-9	UTILITY REFUND - DEBORAH LAFLEUR	\$167.88	90100000-10421	UTILITY RECEIVABLES CLEARING	\$167.88
	Vendor Total:					\$380.38
PFM ASSET MANAGEMENT LLC	13115972	FINANCIAL ADVISORY SERVICES	\$2,594.15	20015100-52100	CONTRACTUAL SERVICES	\$2,594.15
	Vendor Total:					\$2,594.15
PG&E CO	9259910804-7	CDBG SUBSISTENCE - ALMA HERNANDEZ	\$159.62	61123410-59501	GRANTS ISSUED	\$159.62
	6516058076-0	CDBG SUBSISTENCE - TONIA LUURS	\$231.97	61123410-59501	GRANTS ISSUED	\$231.97
	5919415499-9	CDBG SUBSISTENCE - KERRY MORGAN	\$309.04	61123410-59501	GRANTS ISSUED	\$309.04
	3822-9 FEB 22	PACIFIC GAS & ELECTRIC	\$12,771.67	84027225-55200	PG&E	\$5,902.20
				10022100-55210	UTILITIES	\$8.65
				10022300-55210	UTILITIES	\$8.11
				10022700-55210	UTILITIES	\$8.11

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	3822-9 FEB 22	PACIFIC GAS & ELECTRIC	\$12,771.67	20822500-55210	UTILITIES	\$3,975.13
				70024500-55210	UTILITIES	\$586.78
				73022600-55210	UTILITIES	\$9.94
				77725200-55210	UTILITIES	\$9.86
				82027111-55210	UTILITIES	\$2,197.93
				84027221-55210	UTILITIES	\$64.96
				Vendor Total:		\$13,472.30
PUBLIC SERVICE DEPARTMENT	CDBG 10	UTILITY SERVICES SUBSISTENCE PAYMENTS	\$4,295.44	61123410-59501	GRANTS ISSUED	\$4,295.44
				Vendor Total:		\$4,295.44
REDWOOD EMPIRE TITLE COMPANY	20181696RB	WESTERN HILLS OPEN LAND ACQ &	\$1,088,626.00	10022100-80210	LAND ACQUISITION	\$453,530.40
				80126100-80210	LAND ACQUISITION	\$317,547.80
				82027111-80210	LAND ACQUISITION	\$317,547.80
				Vendor Total:		\$1,088,626.00
ROBERT RAMSEIER	TA 4/11-13/22	TRAVEL ADVANCE	\$725.98	10521210-57100	LEARNING AND DEVELOPMENT	\$725.98
				Vendor Total:		\$725.98
ROGINA WATER COMPANY	14355 FEB 22	WATER SERVICE - 1301 TALMAGE RD	\$23.89	10521210-55210	UTILITIES	\$23.89
				Vendor Total:		\$23.89
S&S INVESTMENT CLUB	2872	2019 CLUB CAR 411/CURRENT LSV	\$24,996.88	10022100-80100	MACHINERY & EQUIPMENT	\$24,996.88
				Vendor Total:		\$24,996.88
SANTA ROSA JUNIOR COLLEGE	AR22-01062	POLICE ACADEMY ENROLLMENT	\$6,280.00	63020210-57100	LEARNING AND DEVELOPMENT	\$6,280.00
				Vendor Total:		\$6,280.00
STAPLES CREDIT PLAN	97369	SEAGATE 2TB ON TO	\$62.05	10022700-54100	SUPPLIES	\$62.05
	9840256027	BINDERS, STICKER NAME BADGE, DIVIDERS	\$207.77	20012200-54100	SUPPLIES	\$207.77
	93208	VYNYL LETTERS, TAPE, DRY EARASE BOARD	\$53.27	20324100-54100	SUPPLIES	\$53.27
	95211	USB, ONE TOUCH HD	\$194.61	20324100-54100	SUPPLIES	\$194.61
	92183	PENS, BINDERS, CLIPS, SCISSORS	\$373.99	20324100-54100	SUPPLIES	\$373.99

List of Checks Presented for Approval on 4/8/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	58109	WASTECANS	\$26.11	20413500-54100	SUPPLIES	\$26.11
	93972	SPLS ELECTRONICS	\$13.05	73022600-54100	SUPPLIES	\$13.05
	95237	TAPE, BINDERS, STAPLES, LABEL CARTRIDGES	\$141.41	84027225-54100	SUPPLIES	\$141.41
	Vendor Total:					\$1,072.26
SYDNEY DEARBORN	S4319522	APR 22 REIMBURSEMENT MEDICAL INSURANCE	\$145.65	91500000-20561	ACCRUED SICK	\$145.65
	Vendor Total:					\$145.65
THOMAS & ASSOCIATES	32681	2 OZ MOLYKOTE BTL SEAL	\$163.81	77725200-56130	EXTERNAL SERVICES	\$163.81
	Vendor Total:					\$163.81
THURSTON CHEVROLET TOYOTA SCION	240989	PARTS & SERVICE REPAIRS AS NEE	\$276.28	20513382-56130	EXTERNAL SERVICES	\$276.28
	Vendor Total:					\$276.28
TUFTS POLYGRAPH & INVESTIGATION	2022-693(A)	POLYGRAPH & INVESTIGATION SERVICES	\$800.00	10521210-54161	BACKGROUND & PHYSICALS	\$800.00
	Vendor Total:					\$800.00
UKIAH PAPER SUPPLY	1531399	JANITORIAL SUPPLIES, MISC AS N	\$140.21	10024620-54120	PW - SPECIAL SUPPLIES	\$140.21
	1002210054100	JANITORIAL SUPPLIES, MISC AS N	\$261.58	10022100-54100	SUPPLIES	\$261.58
	531414	JANITORIAL SUPPLIES, MISC AS N	\$584.60	73022600-54100	SUPPLIES	\$584.60
	1531623	JANITORIAL SUPPLIES, MISC AS N	\$49.94	82027111-54100	SUPPLIES	\$49.94
	1531796	JANITORIAL SUPPLIES, MISC AS N	\$102.77	84027221-54100	SUPPLIES	\$102.77
	531449	JANITORIAL SUPPLIES, MISC AS N	\$119.76	84027225-54100	SUPPLIES	\$119.76
	531696	JANITORIAL SUPPLIES, MISC AS N	\$131.91	84027225-54100	SUPPLIES	\$131.91
	Vendor Total:					\$1,390.77
WAGNER & BONSIGNORE	03-22-257	ENG SVCS FOR WATER RIGHT PERMI	\$1,576.75	82027110-52100	CONTRACTUAL SERVICES	\$1,576.75
	Vendor Total:					\$1,576.75
WHISPERING WINDS NURSERY	600551	TREE & POTTING SOIL	\$146.70	10024620-54120	PW - SPECIAL SUPPLIES	\$146.70
	Vendor Total:					\$146.70
INVOICE TOTAL:						\$1,288,322.82

List of Checks Presented for Approval on 4/15/2022

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

CR

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ADVANCED SECURITY SYSTEMS	601277	ALARM MONITORING AT GHM	\$622.98	10022700-52180	SECURITY SERVICES	\$622.98
Vendor Total:						\$622.98
AIRGAS INC	9124152012	SCREEN REPAIR GAS METER	\$80.57	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$80.57
Vendor Total:						\$80.57
ALEX COWAN	TA 4/24-29/22	TRAVEL ADVANCE	\$2,261.62	10020210-57100	LEARNING AND DEVELOPMENT	\$2,261.62
Vendor Total:						\$2,261.62
ALHAMBRA NATIONAL WATER	5109554 040622	DRINKING WATER SERVICES	\$168.32	84027225-54100	SUPPLIES	\$168.32
Vendor Total:						\$168.32
ALL STAR PAINTING INC	122	ALEX THOMAS PLAZA PAINTING	\$51,660.00	10022100-80220	BUILDING IMPROVEMENTS	\$51,660.00
Vendor Total:						\$51,660.00
AMAZON CAPITAL SERVICES	1C3H-1LW4-K6VY	REMOTE ANTENNA MOUNTING KIT	\$74.36	80126100-80220	BUILDING IMPROVEMENTS	\$74.36
	193F-3W1R-469Y	PUSH BUTTON MOMENTARY METAL	\$15.14	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$15.14
	1LVQ-NHGG-PRPQ	RUBBER FLOORING ROLLS	\$103.57	10020210-56130	EXTERNAL SERVICES	\$103.57
	1V9N-714C-KRLJ	12-3265-60-M (24 PR), 12-3265-	\$1,231.14	80026120-54102	SMALL TOOLS	\$1,231.14
	1QCR-DLFT-313D	VINYL BANNER	\$96.14	90000000-23256	SPECIAL EVENTS TRUST	\$96.14
	1QD1-9PJT-VL7F	CANOPY	\$370.12	90000000-23256	SPECIAL EVENTS TRUST	\$370.12
	1WCQ-RFRN-D146	LICENSE PLATE FRAME	\$17.20	10020210-54100	SUPPLIES	\$17.20
	1XYH-M3KY-NYVK	ACCOUNT BOOK, RECEIPT BOOK	\$45.95	10020210-54100	SUPPLIES	\$45.95
	1RFR-LPKR-K7H9	TABLETOP CORNER STANDING DESK	\$226.34	10020210-54100	SUPPLIES	\$226.34
	1T6G-4MXD-17WQ	DAYCAMP - SUPPLIES	\$973.45	10022840-54100	SUPPLIES	\$973.45
	1PJM-RPWN-F6GP	WALL CLOCK	\$17.41	20013400-54100	SUPPLIES	\$17.41
	1VF3-NMXN-3FGX	RETURN - MENS DRESS SHIRTS	(\$80.66)	73022600-54100	SUPPLIES	(\$80.66)
	1KN6-CRTH-NHHC	WALL CLOCK	\$30.47	73022600-54100	SUPPLIES	\$30.47

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1W6X-CYDV-QY3M	MENS DRESS SHIRTS	\$80.66	73022600-54100	SUPPLIES	\$80.66
Vendor Total:						\$3,201.29
ARNOLD FIRE EQUIPMENT LLC	22085	#0012-BLU ARS BRAKEOUT ROPE BA	\$1,753.00	90000000-20210	BASIC TAX 7.5%	(\$135.06)
				10521210-54102	SMALL TOOLS	\$135.06
				10521210-54102	SMALL TOOLS	\$1,753.00
Vendor Total:						\$1,753.00
AT&T	000017995599	FIBER INTERNET GATEWAY	\$1,432.48	20913900-55100	TELEPHONE	\$1,432.48
Vendor Total:						\$1,432.48
B & B INDUSTRIAL SUPPLY INC	264498	ALUMINUM SHEET	\$172.87	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$172.87
				10024620-56130	EXTERNAL SERVICES	\$4.08
				84027225-56130	EXTERNAL SERVICES	\$40.08
				10521210-54102	SMALL TOOLS	\$417.03
				10521210-54102	SMALL TOOLS	\$714.98
				10022300-54106	SPECIALTY SUPPLIES	\$72.43
				10022300-54106	SPECIALTY SUPPLIES	\$388.36
Vendor Total:						\$1,809.83
BAKER HUGHES HOLDINGS LLC	1010700523	REPAIR AND CALIBRATION OF MODE	\$1,331.44	80026220-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,190.00
				80026220-54100	SUPPLIES	\$141.44
Vendor Total:						\$1,331.44
BORIS PROKOP	UKIAH-2022-02	ASSIST EUD WITH REGULATORY & M	\$6,500.00	80026400-52100	CONTRACTUAL SERVICES	\$6,500.00
Vendor Total:						\$6,500.00
BOUND TREE MEDICAL LLC	84464395	EMS SUPPLIES	\$16.35	71021100-54107	EMS SUPPLIES	\$16.35
Vendor Total:						\$16.35
BRANDON COLLIS BEGLEY	10	ALS MEDICAL DIRECTION OVERSIGH	\$500.00	10521210-52112	M. S. OVERSIGHT	\$250.00
				71021100-52112	M. S. OVERSIGHT	\$250.00
				10521210-52112	M. S. OVERSIGHT	\$250.00
				71021100-52112	M. S. OVERSIGHT	\$250.00
Vendor Total:						\$1,000.00
BUSINESS CARD	SF-D 25651	FACEBOOK AD	\$40.95	20012300-52510	ADVERTISING & PROMOTION	\$40.95

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	OCU-54446	OFFICE CHAIR - DISPATCH	\$338.80	90000000-20210	BASIC TAX 7.5%	(\$30.07)
				20620231-54100	SUPPLIES	\$30.07
				20620231-54100	SUPPLIES	\$338.80
	21165	REFUND - REGISTRATION - N WAIDELICH	(\$890.00)	10020210-57100	LEARNING AND DEVELOPMENT	(\$890.00)
	1425-3227	REGISTRATION - N GARCIA	\$39.00	10020210-57100	LEARNING AND DEVELOPMENT	\$39.00
	041122	REGISTRATION - B CHAPMAN	\$182.00	10020210-57100	LEARNING AND DEVELOPMENT	\$182.00
	8790-32660	REGISTRATION - S PEREZ	\$450.00	10020210-57100	LEARNING AND DEVELOPMENT	\$450.00
	21506	REGISTRATION - N WAIDELICH	\$890.00	10020210-57100	LEARNING AND DEVELOPMENT	\$890.00
	200002453	REGISTRATION - C SCHLATTER	\$495.00	10023100-57100	LEARNING AND DEVELOPMENT	\$495.00
	1649182061	LUNCH MEETING - COMMUNITY DEVELOPMENT	\$75.00	10023320-57100	LEARNING AND DEVELOPMENT	\$75.00
	358409	LODGING - A STRICKLLIN	\$205.02	10024210-57100	LEARNING AND DEVELOPMENT	\$205.02
	300010635	MEMBERSHIP - D MENDEZ	\$130.00	20413500-57100	LEARNING AND DEVELOPMENT	\$130.00
	INV10889055	PLURALSIGHT REGISTRATION - IT	\$1,158.00	20913900-57100	LEARNING AND DEVELOPMENT	\$1,158.00
	200000	CONFINED SPACE TRAINING LUNCH - WWTP	\$353.20	84027225-57100	LEARNING AND DEVELOPMENT	\$353.20
	300003368	MEMBERSHIP - C SCHLATTER	\$100.00	10023100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$100.00
	300016396	MEMBERSHIP - S OROPEZA	\$95.00	10023320-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$95.00
	5683	MEMBERSHIP - D KING	\$75.00	20013210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$37.50
				20013220-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$37.50
	5675	MEMBERSHIP - S BROWN	\$75.00	20013220-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$75.00
	031222	WALL STREET JOURNAL MEMBERSHIP	\$19.49	20013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$19.49
	1774437	ISSUU ANNUAL MEMBERSHIP	\$420.00	20013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$420.00
	300009282	MEMBERSHIP - M HORGER	\$110.00	20413510-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$55.00

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	300009282	MEMBERSHIP - M HORGER	\$110.00	20413520-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$55.00
	6289	ANNUAL MEMBERSHIP - PD	\$125.00	20620231-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$125.00
	SP7340912	NCH SOFTWARE	\$41.66	10020210-54320	SOFTWARE	\$41.66
	SF-D 24162	HOSTGATOR - DOMAIN 1 YEAR RENEWAL	\$54.97	20913900-54320	SOFTWARE	\$54.97
	INV24645449 04801	IT GLUE/KASEYA SOFTWARE	\$245.70	20913900-54320	SOFTWARE	\$245.70
	INV24645449 39925	IT GLUE/KASEYA SOFTWARE	\$245.70	20913900-54320	SOFTWARE	\$245.70
	SF-D 24167	INTUIT QUICKBOOKS SUBSCRIPTION	\$549.99	73022600-54320	SOFTWARE	\$549.99
	033022	DOT CARD - PD	\$24.73	10020210-54100	SUPPLIES	\$24.73
	22224235	AR-15 MAGAZINE RELEASE KIT, COMBAT SIGHT	\$149.55	10020210-54100	SUPPLIES	\$149.55
	2688	WORK SHIRTS - M KEIZER	\$212.63	10023320-54100	SUPPLIES	\$212.63
	25238	LUNCH MEETING - CM	\$20.92	20012100-54100	SUPPLIES	\$20.92
	112-3236605-1373030	WEBCAM HD 1080P CAMERA	\$30.46	20012500-54100	SUPPLIES	\$30.46
	408684	HR TEAM MEETING LUNCHEON	\$94.47	20016100-54100	SUPPLIES	\$94.47
	S030294	AVPOS MONTHLY SERVICE FEE	\$50.00	77725200-54100	SUPPLIES	\$50.00
					Vendor Total:	\$6,207.24
CA BUILDING STANDARDS COMMISSION	P-89	QUARTERLY REPORT FOR BSA	\$153.90	90000000-23027	BUILDING STDS ADMIN SPEC FD	\$171.00
				10000000-48110	MISCELLANEOUS RECEIPTS	(\$17.10)
					Vendor Total:	\$153.90
CA CLETS USERS GROUP	2022000193C CUG	REGISTRATION - T BREECE, T PORTER	\$55.00	20620231-57100	LEARNING AND DEVELOPMENT	\$55.00
					Vendor Total:	\$55.00
CALIFORNIA INTERGOVERNMENTAL RISK AUTHORITY	INV-004323	CONTRIBUTION - WC 4/1/22-6/30/22	\$302,655.00	20116220-52525	WORKER'S COMP. EXPENSE	\$302,655.00
					Vendor Total:	\$302,655.00
CALIFORNIA STATE UNIVERSITY LONG BEACH RESEARCH	DV040422	REGISTRATION - N GARCIA	\$895.00	10020210-57100	LEARNING AND DEVELOPMENT	\$895.00
					Vendor Total:	\$895.00
CARLOS DE LUNA	DV033122	INSTRUCTOR	\$798.00	10022850-52100	CONTRACTUAL SERVICES	\$798.00
					Vendor Total:	\$798.00

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CHRISTOPHER V LARSEN	RET 2021087	CONTRACT 2021087 RETAINAGE	\$68,844.48	82200000-20150	AP CONTRACT RETAINAGE	\$193.40
				82200000-20150	AP CONTRACT RETAINAGE	\$282.89
				82200000-20150	AP CONTRACT RETAINAGE	\$391.19
				82200000-20150	AP CONTRACT RETAINAGE	\$438.25
				82200000-20150	AP CONTRACT RETAINAGE	\$632.54
				82200000-20150	AP CONTRACT RETAINAGE	\$2,113.53
				82200000-20150	AP CONTRACT RETAINAGE	\$2,756.87
				82200000-20150	AP CONTRACT RETAINAGE	\$2,966.81
				82200000-20150	AP CONTRACT RETAINAGE	\$3,073.18
				82200000-20150	AP CONTRACT RETAINAGE	\$3,885.16
				82200000-20150	AP CONTRACT RETAINAGE	\$4,172.69
				82200000-20150	AP CONTRACT RETAINAGE	\$4,203.76
				82200000-20150	AP CONTRACT RETAINAGE	\$6,184.53
				82200000-20150	AP CONTRACT RETAINAGE	\$6,368.42
				82200000-20150	AP CONTRACT RETAINAGE	\$7,479.12
				82200000-20150	AP CONTRACT RETAINAGE	\$8,864.05
				82200000-20150	AP CONTRACT RETAINAGE	\$14,838.09
				Vendor Total:		
CINTAS CORPORATION	4113121084	RUG/MAT & UNIFORM SERVICES	\$87.82	20822500-56300	BUILDING MAINT. & REPAIR	\$87.82
	4114387221	RUG/MAT & UNIFORM SERVICES	\$87.82	20822500-56300	BUILDING MAINT. & REPAIR	\$87.82
	4113121071	RUG/MAT & UNIFORM SERVICES	\$75.73	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$49.35
	4114387332	RUG/MAT & UNIFORM SERVICES	\$75.73	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$49.35
	5100857212	FIRST AID SUPPLIES	\$77.90	20324100-52100	CONTRACTUAL SERVICES	\$77.90
	4112305588	RUG/MAT & UNIFORM SERVICES	\$88.66	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$62.28
	4115075685	RUG/MAT & UNIFORM SERVICES	\$88.66	20324100-52100	CONTRACTUAL SERVICES	\$26.38
20824300-52100				CONTRACTUAL SERVICES	\$62.28	

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CINTAS CORPORATION	5100857234	FIRST AID SUPPLIES	\$94.84	20324100-52100	CONTRACTUAL SERVICES	\$94.84
	5100857228	FIRST AID SUPPLIES	\$117.85	20324100-52100	CONTRACTUAL SERVICES	\$117.85
	4113705994	RUG/MAT & UNIFORM SERVICES	\$157.12	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$130.74
	4113121846	RUG/MAT & UNIFORM SERVICES	\$35.00	31122000-52100	CONTRACTUAL SERVICES	\$35.00
	4114387225	RUG/MAT & UNIFORM SERVICES	\$35.00	31122000-52100	CONTRACTUAL SERVICES	\$35.00
	4113121048	RUG/MAT & UNIFORM SERVICES	\$35.00	73022600-52100	CONTRACTUAL SERVICES	\$35.00
	4114387199	RUG/MAT & UNIFORM SERVICES	\$35.00	73022600-52100	CONTRACTUAL SERVICES	\$35.00
	5100857239	FIRST AID SUPPLIES	\$171.08	10024620-54100	SUPPLIES	\$75.16
				84027221-54100	SUPPLIES	\$95.92
	4112454241	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
	4113147544	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
	4113833708	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
	4114518494	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
Vendor Total: \$1,442.89						
COMCAST	1067 APR 22	INTERNET SERVICES	\$118.42	10521210-55100	TELEPHONE	\$118.42
					Vendor Total: \$118.42	
CONCUR TECHNOLOGIES INC	101800195670	CONCUR EXPENSE PAY SOFTWARE L	\$457.20	20413500-54320	SOFTWARE	\$457.20
					Vendor Total: \$457.20	
DANIEL F MEAD	51260	DUPLICATE KEYS, REPAIRS & MISC	\$561.22	20822500-56300	BUILDING MAINT & REPAIR	\$561.22
	51250	DUPLICATE KEYS, REPAIRS & MISC	\$10.23	10020210-54100	SUPPLIES	\$10.23
	Vendor Total: \$571.45					
DANIEL FLORES	TR 3/23-24/22	TRAVEL REIMBURSEMENT	\$362.96	10024210-57100	LEARNING AND DEVELOPMENT	\$362.96
					Vendor Total: \$362.96	
DAVID BURTON	TA 4/25/22	TRAVEL ADVANCE	\$390.97	10022700-57100	LEARNING AND DEVELOPMENT	\$390.97
					Vendor Total: \$390.97	
DAVID RAPPORT	SCUK-CVPT-15-66036	PALACE HOTEL SETTLEMENT	\$25,000.00	20014000-52150	LEGAL SERVICES/EXPENSES	\$25,000.00
	7375	LEGAL SERVICES FOR FY 21/22	\$27,955.83	20014000-52150	LEGAL SERVICES/EXPENSES	\$4,105.13

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DAVID RAPPORT	7375	LEGAL SERVICES FOR FY 21/22	\$27,955.83	20014000-52150	LEGAL SERVICES/ EXPENSES	\$21,626.74
				20414000-52150	LEGAL SERVICES/ EXPENSES	\$381.37
				80014000-52150	LEGAL SERVICES/ EXPENSES	\$606.34
				82014000-52150	LEGAL SERVICES/ EXPENSES	\$518.50
				84014000-52150	LEGAL SERVICES/ EXPENSES	\$565.63
				90214000-52150	LEGAL SERVICES/ EXPENSES	\$152.12
					Vendor Total:	\$52,955.83
DEEP VALLEY SECURITY	389961 7	SECURITY SYSTEM MONITORING AT	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	389961	ALARM SERVICES PER ATTACHED CO	\$229.65	10022100-52180	SECURITY SERVICES	\$26.95
				10022100-52180	SECURITY SERVICES	\$29.95
				10022700-52180	SECURITY SERVICES	\$42.95
				20822500-52180	SECURITY SERVICES	\$42.95
				73022600-52180	SECURITY SERVICES	\$19.95
				73022600-52180	SECURITY SERVICES	\$21.95
				82027111-52180	SECURITY SERVICES	\$20.00
				82027111-52180	SECURITY SERVICES	\$24.95
	389961 5	SECURITY UPGRADE & MONITORING/	\$42.95	10022700-52180	SECURITY SERVICES	\$42.95
	389961 1	MONITORING - SOFTBALL COMPLEX	\$32.95	10022822-52180	SECURITY SERVICES	\$32.95
	389961 2	SECURITY MONITORING SVCS - STR	\$34.95	20824300-52180	SECURITY SERVICES	\$34.95
	389961 3	SECURITY MONITORING SVCS - GAR	\$46.95	20824300-52180	SECURITY SERVICES	\$46.95
	389961 6	UPGRADE SECURITY SYSTEM FOR EL	\$62.95	20824300-52180	SECURITY SERVICES	\$62.95
	389961 4	PROVIDE AND INSTALL ELECTRONIC	\$52.95	80026400-52180	SECURITY SERVICES	\$52.95
					Vendor Total:	\$543.30
DEPT OF CONSERVATION	JAN-MAR 22	QUARTERLY TAX RETURN FOR SIMP	\$518.11	90000000-23006	STRONG MOTION ED. SET ASIDE	(\$27.27)
				90000000-23005	STRONG MOTION INSTR. PROG.	\$545.38
					Vendor Total:	\$518.11

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEPT OF FORESTRY & FIRE PROTECTION	FS-FFS0878	FSTEP TRAINING FIREFIGHTER SUR	\$1,350.00	10521210-57100	LEARNING AND DEVELOPMENT	\$1,350.00
					Vendor Total:	\$1,350.00
DLT SOLUTIONS INC	SI559546	ARCHITECTURE ENGINEERING & CON	\$3,514.50	10024210-54320	SOFTWARE	\$1,171.50
				82027110-54320	SOFTWARE	\$1,171.50
				84027220-54320	SOFTWARE	\$1,171.50
					Vendor Total:	\$3,514.50
DONALD KEITH HEWETT	83642	TOWING SERVICES AS NEEDED PER	\$250.00	10020220-52100	CONTRACTUAL SERVICES	\$250.00
	87034	TOWING SERVICES AS NEEDED PER	\$250.00	10020220-52100	CONTRACTUAL SERVICES	\$250.00
	87109	TOWING SERVICES AS NEEDED PER	\$2,700.00	10020220-52100	CONTRACTUAL SERVICES	\$2,700.00
					Vendor Total:	\$3,200.00
EMBLEM ENTERPRISES	848805	UPD PATCHES	\$345.10	64020213-54100	SUPPLIES	\$345.10
					Vendor Total:	\$345.10
ENHANCED VEHICLE APPLICATIONS LLC	INV140567	MONTHLY DATA SERVICE	\$180.00	10020210-52100	CONTRACTUAL SERVICES	\$180.00
					Vendor Total:	\$180.00
ENVIRONMENTAL SCIENCE ASSOCIATES INC	173208	SOIL SAMPLING - RIVERSIDE PARK	\$4,669.85	10022100-52100	CONTRACTUAL SERVICES	\$4,669.85
					Vendor Total:	\$4,669.85
EPIC AVIATION LLC	7549518	JET A FUEL	\$34,448.95	77725200-58401	AVIATION FUEL	\$34,448.95
					Vendor Total:	\$34,448.95
EUREKA OXYGEN CO	467474	EQUIPMENT MAINTENANCE	\$35.00	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$35.00
	467475	EQUIPMENT MAINTENANCE	\$226.00	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$226.00
	467476	EQUIPMENT MAINTENANCE	\$263.24	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$263.24
	467473	EQUIPMENT MAINTENANCE	\$287.07	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$287.07
	U 190476	EQUIPMENT MAINTENANCE	\$16.18	84027225-54102	SMALL TOOLS	\$16.18
					Vendor Total:	\$827.49
FAMILY TREE RESOURCE INC	2022142	TREE TRIMMING PER CONTRACT 192	\$12,906.00	80026110-52100	CONTRACTUAL SERVICES	\$12,906.00
	2022143	TREE TRIMMING PER CONTRACT 192	\$12,906.00	80026110-52100	CONTRACTUAL SERVICES	\$12,906.00
					Vendor Total:	\$25,812.00

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FIRST ALARM	672612	ALARM MONITORING	\$175.02	10020210-52180	SECURITY SERVICES	\$126.39
				20822500-52180	SECURITY SERVICES	\$48.63
				Vendor Total:		\$175.02
FLEETPRIDE	97560360	COILED AIR LINE SET, HANDLES	\$81.05	84027225-56130	EXTERNAL SERVICES	\$81.05
				Vendor Total:		\$81.05
GABRIEL QUINONEZ	DV040422	REIMBURSEMENT - WTP LUNCH RESERVIOR	\$172.51	82027111-54100	SUPPLIES	\$172.51
				Vendor Total:		\$172.51
GENERAL PACIFIC INC	1434257	(C-806) CONDUCTOR, CU, 6 AWG,	\$3,620.31	80000000-12104	INVENTORY - PURCHASES	\$3,620.31
				Vendor Total:		\$3,620.31
GHILOTTI CONSTRUCTION COMPANY INC	RET 1920216 5909*16	CONTRACT 1920216 RETAINAGE	\$431,201.93	10000000-20150	AP CONTRACT RETAINAGE	\$1,184.70
				10000000-20150	AP CONTRACT RETAINAGE	\$2,430.10
				10000000-20150	AP CONTRACT RETAINAGE	\$4,567.05
				10000000-20150	AP CONTRACT RETAINAGE	\$5,357.07
				10000000-20150	AP CONTRACT RETAINAGE	\$6,396.27
				10000000-20150	AP CONTRACT RETAINAGE	\$9,283.78
				10000000-20150	AP CONTRACT RETAINAGE	\$10,635.26
				10000000-20150	AP CONTRACT RETAINAGE	\$12,974.21
				10000000-20150	AP CONTRACT RETAINAGE	\$18,757.81
				10000000-20150	AP CONTRACT RETAINAGE	\$20,241.42
				10000000-20150	AP CONTRACT RETAINAGE	\$27,466.03
				12000000-20150	AP CONTRACT RETAINAGE	\$1,877.45
				12000000-20150	AP CONTRACT RETAINAGE	\$2,362.50
				12000000-20150	AP CONTRACT RETAINAGE	\$2,536.30
				12000000-20150	AP CONTRACT RETAINAGE	\$4,275.95
				12000000-20150	AP CONTRACT RETAINAGE	\$4,766.64
				12000000-20150	AP CONTRACT RETAINAGE	\$5,591.19
				12000000-20150	AP CONTRACT RETAINAGE	\$6,675.81
				12000000-20150	AP CONTRACT RETAINAGE	\$8,590.02
				12000000-20150	AP CONTRACT RETAINAGE	\$9,689.51

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GHILOTTI CONSTRUCTION COMPANY INC	RET 1920216 5909*16	CONTRACT 1920216 RETAINAGE	\$431,201.93	12000000-20150	AP CONTRACT RETAINAGE	\$11,100.06
				12000000-20150	AP CONTRACT RETAINAGE	\$14,248.59
				12000000-20150	AP CONTRACT RETAINAGE	\$17,701.67
				12000000-20150	AP CONTRACT RETAINAGE	\$19,577.59
				12000000-20150	AP CONTRACT RETAINAGE	\$27,616.86
				12000000-20150	AP CONTRACT RETAINAGE	\$46,805.41
				50000000-20150	AP CONTRACT RETAINAGE	\$1,411.17
				50000000-20150	AP CONTRACT RETAINAGE	\$2,652.10
				50000000-20150	AP CONTRACT RETAINAGE	\$3,110.87
				50000000-20150	AP CONTRACT RETAINAGE	\$3,714.34
				50000000-20150	AP CONTRACT RETAINAGE	\$5,391.13
				50000000-20150	AP CONTRACT RETAINAGE	\$6,175.94
				50000000-20150	AP CONTRACT RETAINAGE	\$7,534.18
				50000000-20150	AP CONTRACT RETAINAGE	\$10,892.74
				50000000-20150	AP CONTRACT RETAINAGE	\$11,754.28
				50000000-20150	AP CONTRACT RETAINAGE	\$15,949.65
				50900000-20150	AP CONTRACT RETAINAGE	\$59.22
				50900000-20150	AP CONTRACT RETAINAGE	\$111.30
				50900000-20150	AP CONTRACT RETAINAGE	\$130.55
				50900000-20150	AP CONTRACT RETAINAGE	\$155.88
				50900000-20150	AP CONTRACT RETAINAGE	\$226.25
				50900000-20150	AP CONTRACT RETAINAGE	\$259.18
				50900000-20150	AP CONTRACT RETAINAGE	\$316.18
				50900000-20150	AP CONTRACT RETAINAGE	\$457.13
				50900000-20150	AP CONTRACT RETAINAGE	\$493.28
				50900000-20150	AP CONTRACT RETAINAGE	\$669.34
				80100000-20150	AP CONTRACT RETAINAGE	\$58.48
				80100000-20150	AP CONTRACT RETAINAGE	\$109.91
				80100000-20150	AP CONTRACT RETAINAGE	\$128.92

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GHILOTTI CONSTRUCTION COMPANY INC	RET 1920216 5909*16	CONTRACT 1920216 RETAINAGE	\$431,201.93	80100000-20150	AP CONTRACT RETAINAGE	\$153.93
				80100000-20150	AP CONTRACT RETAINAGE	\$223.41
				80100000-20150	AP CONTRACT RETAINAGE	\$312.22
				80100000-20150	AP CONTRACT RETAINAGE	\$487.10
				80100000-20150	AP CONTRACT RETAINAGE	\$980.27
				80100000-20150	AP CONTRACT RETAINAGE	\$1,368.29
				80500000-20150	AP CONTRACT RETAINAGE	\$1,376.64
				80500000-20150	AP CONTRACT RETAINAGE	\$2,527.40
				80500000-20150	AP CONTRACT RETAINAGE	\$3,782.34
				80500000-20150	AP CONTRACT RETAINAGE	\$5,860.10
				80500000-20150	AP CONTRACT RETAINAGE	\$6,060.07
				82200000-20150	AP CONTRACT RETAINAGE	\$210.33
				82200000-20150	AP CONTRACT RETAINAGE	\$395.29
				82200000-20150	AP CONTRACT RETAINAGE	\$463.67
				82200000-20150	AP CONTRACT RETAINAGE	\$553.62
				82200000-20150	AP CONTRACT RETAINAGE	\$803.54
				82200000-20150	AP CONTRACT RETAINAGE	\$920.51
				82200000-20150	AP CONTRACT RETAINAGE	\$991.53
				82200000-20150	AP CONTRACT RETAINAGE	\$1,122.96
				82200000-20150	AP CONTRACT RETAINAGE	\$1,623.54
				82200000-20150	AP CONTRACT RETAINAGE	\$1,751.96
				82200000-20150	AP CONTRACT RETAINAGE	\$2,377.28
				84400000-20150	AP CONTRACT RETAINAGE	\$187.97
				84400000-20150	AP CONTRACT RETAINAGE	\$353.27
				84400000-20150	AP CONTRACT RETAINAGE	\$414.38
				84400000-20150	AP CONTRACT RETAINAGE	\$494.76
				84400000-20150	AP CONTRACT RETAINAGE	\$718.11
				84400000-20150	AP CONTRACT RETAINAGE	\$827.15
				84400000-20150	AP CONTRACT RETAINAGE	\$1,003.57

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GHILOTTI CONSTRUCTION COMPANY INC	RET 1920216 5909*16	CONTRACT 1920216 RETAINAGE	\$431,201.93	84400000-20150	AP CONTRACT RETAINAGE	\$1,450.94
				84400000-20150	AP CONTRACT RETAINAGE	\$1,565.70
				84400000-20150	AP CONTRACT RETAINAGE	\$2,120.05
				84400000-20150	AP CONTRACT RETAINAGE	\$13,248.76
				Vendor Total:		\$431,201.93
GRADY HURN	TA 4/24-29/22	TAVEL ADVANCE	\$1,690.71	80026210-57100	LEARNING AND DEVELOPMENT	\$1,690.71
					Vendor Total:	
GRANITE CONSTRUCTION COMPANY	2206382	MISC ROCK & ROAD PATCH MATERIA	\$239.53	10024620-54120	PW - SPECIAL SUPPLIES	\$239.53
					Vendor Total:	
HERC RENTALS INC	32790329-001	RENTAL OR PURCHASE OF MISC EQU	\$207.58	10024620-56410	EQUIPMENT RENTAL - PRIVATE	\$207.58
					Vendor Total:	
HOME DEPOT CREDIT SERVICES	3211668	#DIYM227HPW01BK2 MR COOL 21,40	\$2,516.10	10521210-56300	BUILDING MAINT. & REPAIR	\$2,516.10
	9013378	OAK BOARDS, LUBER FEE	\$61.39	20822500-56300	BUILDING MAINT. & REPAIR	\$61.39
	6025041	POOL BRUSH, TELESCOPIC POLE	\$78.32	82027111-56300	BUILDING MAINT. & REPAIR	\$78.32
	7514573	RECYC FEE, PAINT, DROP CLOTH	\$172.73	84027225-56300	BUILDING MAINT. & REPAIR	\$172.73
	1025403	GRINDING WHEEL	\$152.36	80026120-54102	SMALL TOOLS	\$152.36
	0370196	RECALL AMOUNT	\$433.32	80026120-54102	SMALL TOOLS	\$433.32
	4024503	POST DIGGER, UTILIT KNIFE, BLADES, CLOTHS	\$147.58	82027111-54102	SMALL TOOLS	\$147.58
	4072212	CAMJAM, AXLE STRAP	\$79.39	10022100-54100	SUPPLIES	\$79.39
	2531418	DAYCAMP - SUPPLIES	\$32.97	10022840-54100	SUPPLIES	\$32.97
	3524634	TAPE MEASURE, SILICONE	\$93.95	80026110-54100	SUPPLIES	\$93.95
	2360568	SAFETY VEST	\$26.09	80026120-54100	SUPPLIES	\$26.09
	8014394	BATTERY, BIT SETS, DROP OIL KIT	\$149.86	80026120-54100	SUPPLIES	\$149.86
	8072406	BUCKET, SCREWDRIVERS, FLAT RATCHET	\$668.71	80026120-54100	SUPPLIES	\$668.71
	2513543	PVC PIPE	\$14.07	82027114-54100	SUPPLIES	\$14.07
	8024892	ROUND UP	\$129.56	84027221-54100	SUPPLIES	\$129.56
			Vendor Total:		\$4,756.40	

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOWARD INDUSTRIES C/O WRATHALL & KRUSI INC	54021-986554	PAD MOUNT 37.5 KVA, 12 KV, 240	\$19,771.70	80000000-12104	INVENTORY - PURCHASES	\$19,771.70
					Vendor Total:	\$19,771.70
ICC GENERAL CODE INC	CG0005820	CODIFICATION SERVICES AS PER A	\$26.25	20012500-52100	CONTRACTUAL SERVICES	\$26.25
					Vendor Total:	\$26.25
INTERCOUNTY MECHANICAL & ELECTRICAL INC	8220-B	CITY HALL LOBBY HVAC REPAIR	\$4,200.00	20822500-56300	BUILDING MAINT. & REPAIR	\$4,200.00
					Vendor Total:	\$4,200.00
JACK MILLER	22132	GENERAL MAINTENANCE / TROUBLES	\$1,552.93	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,552.93
					Vendor Total:	\$1,552.93
JOHNSON'S QUALITY TREE CARE AND LOGGING CO LLC	E6327	TREE REMOVAL 1170 MARWEN DR	\$600.00	10024620-52100	CONTRACTUAL SERVICES	\$600.00
					Vendor Total:	\$600.00
JONELLE FARR	P-706	SEWER LATERAL - REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
KYLE NUSS	DV040222	REIMBURSEMENT - GAS	\$74.97	20822500-56210	FUEL & FLUIDS	\$74.97
					Vendor Total:	\$74.97
LEXISNEXIS RISK DATA MANAGEMENT INC	141064-0220331	LEXIS NEXIS LE PLUS SEARCHING	\$78.00	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$78.00
					Vendor Total:	\$78.00
LIFE ASSIST INC	1192876	MISC. EMS SUPPLIES AS NEEDED	\$195.93	10521210-54107	EMS SUPPLIES	\$97.96
				71021100-54107	EMS SUPPLIES	\$97.97
					Vendor Total:	\$195.93
LUCAS MARTIN	BA FY21/22	BOOT ALLOWANCE	\$150.00	82027114-54100	SUPPLIES	\$75.00
				84027221-54100	SUPPLIES	\$75.00
					Vendor Total:	\$150.00
MEL GRANDI	OCT 21	TRAVEL REIMBURSEMENT	\$185.36	80026400-57100	LEARNING AND DEVELOPMENT	\$185.36
	NOV 21	TRAVEL REIMBURSEMENT	\$232.40	80026400-57100	LEARNING AND DEVELOPMENT	\$232.40
	NOV 19	TRAVEL REIMBURSEMENT	\$257.52	80026400-57100	LEARNING AND DEVELOPMENT	\$257.52
	DEC 21	TRAVEL REIMBURSEMENT	\$441.84	80026400-57100	LEARNING AND DEVELOPMENT	\$441.84

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MEL GRANDI	SEP 21	TRAVEL REIMBURSEMENT	\$443.52	80026400-57100	LEARNING AND DEVELOPMENT	\$443.52
	AUG 21	TRAVEL REIMBURSEMENT	\$476.00	80026400-57100	LEARNING AND DEVELOPMENT	\$476.00
	MAR 20	TRAVEL REIMBURSEMENT	\$476.10	80026400-57100	LEARNING AND DEVELOPMENT	\$476.10
	SEP 20	TRAVEL REIMBURSEMENT	\$476.10	80026400-57100	LEARNING AND DEVELOPMENT	\$476.10
	DEC 19	TRAVEL REIMBURSEMENT	\$493.58	80026400-57100	LEARNING AND DEVELOPMENT	\$493.58
	FEB 20	TRAVEL REIMBURSEMENT	\$510.60	80026400-57100	LEARNING AND DEVELOPMENT	\$510.60
	JAN 20	TRAVEL REIMBURSEMENT	\$510.60	80026400-57100	LEARNING AND DEVELOPMENT	\$510.60
	OCT 20	TRAVEL REIMBURSEMENT	\$533.60	80026400-57100	LEARNING AND DEVELOPMENT	\$533.60
					Vendor Total:	\$5,037.22
MICHAEL H TURNER	P-707	SEWER LATERAL - REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
MICHELLE N JOHNSON	DV040822	STIPEND FOR COMPUTER	\$600.00	20010000-54330	COMPUTER AND TECHNOLOGY	\$600.00
					Vendor Total:	\$600.00
MITCHS CERTIFIED CLASSES	20 1717	REGISTRATION - V MARTINEZ	\$1,350.00	82027111-57100	LEARNING AND DEVELOPMENT	\$1,350.00
					Vendor Total:	\$1,350.00
NCPA	006102-0422028	APR 22 NCPA	\$663,351.00	80026440-58104	NCPA MANAGEMENT SERVICES	\$39,018.00
				80026440-58101	NCPA PLANT GENERATION	(\$148,043.00)
				80026440-58102	NCPA POWER PURCHASES	\$551,216.00
				80026440-58105	NCPA THIRD PARTY SALES	(\$12,495.00)
				80026440-58103	NCPA TRANSMISSION	\$233,655.00
					Vendor Total:	\$663,351.00
NORTHERN CALI WOMENS SOCCER ASSOCIATION	DV032022	INSTRUCTOR	\$665.00	10022850-52100	CONTRACTUAL SERVICES	\$665.00
					Vendor Total:	\$665.00
OFFICE DEPOT INC	233533301001	PENS	\$10.88	10020210-54100	SUPPLIES	\$10.88

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OFFICE DEPOT INC	235897277001	ENVELOPES	\$39.79	10020210-54100	SUPPLIES	\$39.79
	231838336001	AVERY LABELS, ENVELOPE PENS	\$40.10	10020210-54100	SUPPLIES	\$40.10
	233531028001	BINDERS, DIVIDERS, EASELS, PADS, MARKERS	\$150.59	10020210-54100	SUPPLIES	\$150.59
	232247917001	INK CARTRIDGE, BANDAGES	\$153.24	10020210-54100	SUPPLIES	\$153.24
	235178287001	GAS DUSTER, INK, HOLE PUNCH, RECEIPTS, CALENDAR	\$346.02	10020210-54100	SUPPLIES	\$346.02
	230489576001	FOLDERS	\$59.51	20012500-54100	SUPPLIES	\$59.51
	232870054001	LETTER OPENER	\$3.46	20413500-54100	SUPPLIES	\$3.46
	232859713001	SCISSORS, STAPLER, STAPLE REMOVER, POST IT FLAGS	\$17.86	20413500-54100	SUPPLIES	\$17.86
	232870053001	CALCULATOR	\$64.77	20413500-54100	SUPPLIES	\$64.77
	235864220001	WEBCAM	\$85.67	20413500-54100	SUPPLIES	\$85.67
	236542807001	BATTERIES, MARKERS, FILES	\$238.94	20413500-54100	SUPPLIES	\$7.36
				80026400-54100	SUPPLIES	\$231.58
	233859248001	CHAIRMATS, FOLDERS, PHONE MESSAGE PADS	\$89.63	20513300-54100	SUPPLIES	\$89.63
					Vendor Total:	\$1,300.46
ONE TIME PAY VENDOR	BSN7638052	OVERPAYMENT - BSN 7638052	\$5.00	10000000-41440	BUSINESS LICENSE TAX	\$5.00
	39016-1	ENERGY REBATE - GILBERTO & PATRICIA TORRES	\$100.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	57644-1	ENERGY REBATE - KAREN RIFKIN	\$450.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$450.00
	P6698	REFUND PERMIT P6698 - UKIAH VALLEY HOLISTICS	\$196.50	90000000-21111	PLANNING PERMIT ESCROW	\$196.50
	123408-7	UTILITY REFUND - LUIS BARRAGAN, ARTURO DELGADO	\$131.33	90100000-10421	UTILITY RECEIVABLES CLEARING	\$131.33
					Vendor Total:	\$882.83
ONESOURCE DISTRIBUTORS LLC	S6920528.001	(PRK1) POLE REPAIR KIT, WOOD,	\$1,341.97	80000000-12104	INVENTORY - PURCHASES	\$109.39
				80000000-12104	INVENTORY - PURCHASES	\$1,232.58
	S6927078.001	WASHER 13/16 HOLE FOR 3/4 BOLT	\$89.28	80026110-54100	SUPPLIES	\$89.28
	S6927078.002	3X3X1/4 11/16" HOLE FOR 5/8" BOLT	\$378.89	80026110-54100	SUPPLIES	\$378.89
					Vendor Total:	\$1,810.14
OPPERMAN & SON INC	01P51343	FILTERS	\$11.93	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$11.93

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OPPERMAN & SON INC	01P51633	FITTINGS	\$118.31	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$118.31
	01P52978	BRASS FITTING	\$5.26	10024620-56130	EXTERNAL SERVICES	\$5.26
	01P52977	HOSE	\$24.83	10024620-56130	EXTERNAL SERVICES	\$24.83
	01P52853	AIR FILTER	\$304.94	10521210-56130	EXTERNAL SERVICES	\$304.94
	01P52624	DRUMS	\$581.87	10521210-56130	EXTERNAL SERVICES	\$581.87
	01P52708	OIL FILTERS	\$73.08	77725200-56130	EXTERNAL SERVICES	\$73.08
	01P53098	AIR PRESSURE SENSOR	\$93.45	77725200-56130	EXTERNAL SERVICES	\$93.45
	01P52827	HOOD LATCH	\$193.38	77725200-56130	EXTERNAL SERVICES	\$193.38
	01P52822	SWITCH	\$337.42	77725200-56130	EXTERNAL SERVICES	\$337.42
	01P52958	LAMPS	\$56.57	84027221-56130	EXTERNAL SERVICES	\$56.57
	01P52165	VALVE	\$113.31	84027221-56130	EXTERNAL SERVICES	\$113.31
	01P53138	STROBE	\$133.90	84027221-56130	EXTERNAL SERVICES	\$133.90
	01P53154	LUBE OIL FILTER	\$30.47	20324100-58510	REIMBURSABLE JOBS	\$30.47
	01P52487	SEAT BELTS	\$468.18	20324100-58510	REIMBURSABLE JOBS	\$468.18
	Vendor Total:					\$2,546.90
OREILLY AUTO PARTS	2707-455677	LIFT SUPPORT	\$29.74	82027111-56130	EXTERNAL SERVICES	\$29.74
	2707-451321	CORE RETURN	(\$19.60)	82027114-56130	EXTERNAL SERVICES	(\$19.60)
	Vendor Total:					\$10.14
PACE SUPPLY CORPORATION	027604199	MISC. ITEMS AS NEEDED	\$44.38	82027111-56300	BUILDING MAINT. & REPAIR	\$44.38
	027600524	MISC. ITEMS AS NEEDED	\$110.70	82027111-56300	BUILDING MAINT. & REPAIR	\$110.70
	027572890	MISC. ITEMS AS NEEDED	\$365.53	82027111-56300	BUILDING MAINT. & REPAIR	\$365.53
	cm027301906	MISC. ITEMS AS NEEDED	(\$824.83)	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$824.83)
	027587563	MISC. ITEMS AS NEEDED	\$824.83	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$824.83
	027575554-1	(1-CP-4(-P) COUPLING, SEWER FL	\$114.32	82000000-12104	INVENTORY - PURCHASES	\$114.32
	027575554-2	(1-CP-4(-P) COUPLING, SEWER FL	\$392.12	82000000-12104	INVENTORY - PURCHASES	\$392.12
	027436260	SST 111 17.15-17.45 X 6" SS FL	\$2,399.63	82027114-54100	SUPPLIES	\$2,399.63
	Vendor Total:					\$3,426.68
PETER ARMSTRONG	DV040522	PHOTOS FOR 2022 ANNUAL REPORT	\$450.00	63020210-54100	SUPPLIES	\$450.00
Vendor Total:						\$450.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	0853-6 MAR 22	PACIFIC GAS & ELECTRIC	\$2,948.21	31122000-55210	UTILITIES	\$2,948.21
					Vendor Total:	\$2,948.21
PRESS DEMOCRAT	35636	EMPLOYMENT ADS	\$579.01	20016100-54162	ADVERTISING	\$579.01
					Vendor Total:	\$579.01
R EMMETT JONES	MAR 22	MANAGEMENT ADVISORY SERVICES	\$750.00	20012100-52100	CONTRACTUAL SERVICES	\$75.00
				70024500-52100	CONTRACTUAL SERVICES	\$375.00
				77725200-52100	CONTRACTUAL SERVICES	\$300.00
					Vendor Total:	\$750.00
REDWOOD COAST FUELS	2319765	CARDLOCK FUEL PURCHASES	\$10,549.46	10022100-56210	FUEL & FLUIDS	\$1,126.93
				10023320-56210	FUEL & FLUIDS	\$186.04
				10024210-56210	FUEL & FLUIDS	\$84.36
				10024620-56210	FUEL & FLUIDS	\$1,500.01
				20324100-56210	FUEL & FLUIDS	\$197.21
				20513382-56210	FUEL & FLUIDS	\$53.77
				20822500-56210	FUEL & FLUIDS	\$61.69
				80026400-56210	FUEL & FLUIDS	\$3,289.13
				82027111-56210	FUEL & FLUIDS	\$545.81
				82027114-56210	FUEL & FLUIDS	\$827.87
				82027114-56210	FUEL & FLUIDS	\$967.65
				84027221-56210	FUEL & FLUIDS	\$705.23
				84027221-56210	FUEL & FLUIDS	\$824.29
				84027225-56210	FUEL & FLUIDS	\$179.47
	0475402	RED DYED DIESEL FOR 5 GENERATORS	\$13,137.49	20822500-56210	FUEL & FLUIDS	\$1,026.73
				82027111-56210	FUEL & FLUIDS	\$2,140.11
				84027225-56210	FUEL & FLUIDS	\$9,970.65
	2319482	CARDLOCK FUEL PURCHASES	\$469.63	84027221-56210	FUEL & FLUIDS	\$469.63
	2316637	CARDLOCK FUEL PURCHASES	\$679.30	20324100-58410	GARAGE LUBRICANTS & PARTS	\$679.30
	2321196	CARDLOCK FUEL PURCHASES	\$228.29	20824300-54100	SUPPLIES	\$228.29
					Vendor Total:	\$25,064.17

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	22-04 EAP	APR 22 REMIF EAP INSURANCE	\$569.42	20700000-20520	P/R DEDUCT.- MEDICAL INS	\$569.42
					Vendor Total:	\$569.42
REDWOOD FORD	337778	RELAY	\$18.86	10020210-56130	EXTERNAL SERVICES	\$18.86
	337815	WIRE ASY	\$25.66	10020210-56130	EXTERNAL SERVICES	\$25.66
	337846	FILTER ASY	\$83.36	10020210-56130	EXTERNAL SERVICES	\$83.36
	337946	TUBE ASY	\$95.34	10020210-56130	EXTERNAL SERVICES	\$95.34
	337932	MOTOR, FAN	\$307.23	10020210-56130	EXTERNAL SERVICES	\$307.23
	338070	ANTI FREEZE	\$37.04	10521210-56130	EXTERNAL SERVICES	\$37.04
	338004	ELEMENT, KIT	\$117.84	10521210-56130	EXTERNAL SERVICES	\$117.84
	338041	ANTI FREEZE, HOSE	\$223.43	10521210-56130	EXTERNAL SERVICES	\$223.43
	338061	BRAKE PAD, ROTOR ASY	\$261.26	82027114-56130	EXTERNAL SERVICES	\$261.26
					Vendor Total:	\$1,170.02
REDWOOD TREE SERVICE STATIONS INC	MAR 22	CAR WASHES & INTERIOR CLEANING	\$1,168.00	10020210-56130	EXTERNAL SERVICES	\$343.00
				10521210-56130	EXTERNAL SERVICES	\$765.00
				20822500-56130	EXTERNAL SERVICES	\$30.00
				80026110-56130	EXTERNAL SERVICES	\$30.00
					Vendor Total:	\$1,168.00
REXEL USA INC	2P21367	CIRCUIT BREAKER	\$105.85	10022300-54106	SPECIALTY SUPPLIES	\$105.85
	2P38907	JAW LUG TERMINALS, KITS	\$38.59	80026200-54100	SUPPLIES	\$38.59
					Vendor Total:	\$144.44
RINO PACIFIC	CL36930	FUEL CARD CHARGES AS NEEDED	\$5,447.15	10020210-56210	FUEL & FLUIDS	\$5,447.15
	CL36907	FUEL CARD CHARGES AS NEEDED	\$3,832.79	10521210-56210	FUEL & FLUIDS	\$3,762.65
				71021100-56210	FUEL & FLUIDS	\$70.14
	CL36929	FUEL CARD CHARGES AS NEEDED	\$303.34	80026400-56210	FUEL & FLUIDS	\$303.34
	CL36879	FUEL CARD CHARGES AS NEEDED	\$112.63	82027114-56210	FUEL & FLUIDS	\$60.82
				84027221-56210	FUEL & FLUIDS	\$51.81
					Vendor Total:	\$9,695.91

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SAFEWAY INC	MAR 22	MISC. PURCHASES AS REQUIRED	\$175.40	10022840-54100	SUPPLIES	\$39.04
				73022600-54100	SUPPLIES	\$11.98
				73022600-54100	SUPPLIES	\$20.03
				73022600-54100	SUPPLIES	\$41.63
				73022600-54100	SUPPLIES	\$62.72
				Vendor Total:		\$175.40
SARAH BROWN	B 27552	REIMBURSEMENT - PARK RENTAL	\$100.00	10022100-46360	PARKS RENTAL	\$100.00
				Vendor Total:		\$100.00
SEAN WHITE	TA 4/25-28/22	TRAVEL ADVANCE	\$65.00	82027110-57100	LEARNING AND DEVELOPMENT	\$32.50
				84027225-57100	LEARNING AND DEVELOPMENT	\$32.50
				Vendor Total:		\$65.00
SHANE TODD FEIRER	#1	SERVICES FOR GEOREFERENCED GIS MAP	\$200.00	82027110-52100	CONTRACTUAL SERVICES	\$200.00
				Vendor Total:		\$200.00
SNAP-ON INDUSTRIAL	ARV/52317188	5/32IN T/SHP 8HX WR	\$13.50	20324100-54102	SMALL TOOLS	\$13.50
	ARV52265530	7PC STD HX MET DR SET	\$344.20	20324100-54102	SMALL TOOLS	\$344.20
	Vendor Total:		\$357.70			
SOLID WASTES SYSTEMS INC	MAR 22	RESIDENTIAL GARBAGE FEES	\$45,668.48	90200000-52170	UKIAH WASTE SOLUTIONS	\$45,668.48
				Vendor Total:		\$45,668.48
SONSRAY MACHINERY LLC	PSO012209-1	PAD, FREIGHT SALES	\$631.57	82027114-56130	EXTERNAL SERVICES	\$315.78
				84027221-56130	EXTERNAL SERVICES	\$315.79
				Vendor Total:		\$631.57
SONU UPADHYAY	TA 4/24-30/22	TRAVEL ADVANCE	\$2,540.11	80026400-57100	LEARNING AND DEVELOPMENT	\$2,540.11
				Vendor Total:		\$2,540.11
STAPLES CREDIT PLAN	7352907530-0	CARDSTOCK	\$78.95	10020210-54100	SUPPLIES	\$78.95
	7353093895-0	DIVIDERS, BENS, POST-ITS	\$39.14	10022850-54100	SUPPLIES	\$39.14
	7351623585-0	DATE STAMP	\$69.93	10024210-54100	SUPPLIES	\$69.93
	7352046851-0	PAPER, BINDER	\$165.21	10521210-54100	SUPPLIES	\$165.21
	7352451000-0	COMMAND MED PIC STROPS 50/PK	\$45.00	20012200-54100	SUPPLIES	\$45.00
	7351458852-0	PENS, CALENDAR, NOTE PADS	\$57.81	20013210-54100	SUPPLIES	\$28.90

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	7351458852-0	PENS, CALENDAR, NOTE PADS	\$57.81	20013220-54100	SUPPLIES	\$28.91
	7351119479-0	POST-ITS, GLUE STICKS, CALENDAR	\$61.90	20013210-54100	SUPPLIES	\$43.57
				20013220-54100	SUPPLIES	\$18.33
	7352731701-0	ERGONOMIC WIRELESS KEYBOARD	\$114.50	20013210-54100	SUPPLIES	\$114.50
	7351830932-0	OFFICE CHAIR, FILING ENVELOPE	\$134.85	20413500-54100	SUPPLIES	\$134.85
Vendor Total:						\$767.29
TEAM GHILOTTI INC	828004	TRANSPORTATION IMPROVEMENTS GOBBI	\$87,828.70	50924210-80230	INFRASTRUCTURE	\$87,828.70
	Vendor Total:					\$87,828.70
THURSTON CHRYSLER DODGE JEEP RAM	22193	PLUG OIL	\$17.18	10020210-56130	EXTERNAL SERVICES	\$17.18
	22070	AB STRUT TEN	\$328.81	10020210-56130	EXTERNAL SERVICES	\$328.81
	34694	CANISTER, LABOR	\$447.63	10020210-56130	EXTERNAL SERVICES	\$447.63
	22058	INJECTOR, GASKET, MANIFOLD	\$456.62	10020210-56130	EXTERNAL SERVICES	\$456.62
	Vendor Total:					\$1,250.24
TIFFANY BREECE	TR 3/13-18/22	TRAVEL REIMBURSEMENT	\$25.00	20620231-57100	LEARNING AND DEVELOPMENT	\$25.00
	TR 3/20-25/22	TRAVEL REIMBURSEMENT	\$25.00	20620231-57100	LEARNING AND DEVELOPMENT	\$25.00
	Vendor Total:					\$50.00
TIM ERIKSEN	TA 4/25-29/22	TRAVEL ADVANCE	\$85.00	82027110-57100	LEARNING AND DEVELOPMENT	\$42.50
				84027225-57100	LEARNING AND DEVELOPMENT	\$42.50
	Vendor Total:					\$85.00
TRIPLE S CAMERA SHOP	122293	PHOTO ENLARGEMENTS	\$395.33	20012200-54100	SUPPLIES	\$395.33
	Vendor Total:					\$395.33
TUFTS POLYGRAPH & INVESTIGATION	2022-700	POLYGRAPH & INVESTIGATION SERVICES	\$135.00	10020210-54161	BACKGROUND & PHYSICALS	\$135.00
	2022-696(A)	POLYGRAPH & INVESTIGATION SERVICES	\$800.00	10020210-54161	BACKGROUND & PHYSICALS	\$800.00
	2022-694(A)	POLYGRAPH & INVESTIGATION SERVICES	\$800.00	71021100-54161	BACKGROUND & PHYSICALS	\$800.00
Vendor Total:						\$1,735.00
TYLER MAGNAN	1188	WINDOW TINT	\$120.00	80026110-56130	EXTERNAL SERVICES	\$120.00
	Vendor Total:					\$120.00

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH TROPHIES & GIFTS	781496	ENGRAVING SERVICES	\$283.08	10022850-54100	SUPPLIES	\$283.08
					Vendor Total:	\$283.08
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN24321	JANITORIAL SERVICES - WWP FY 2	\$900.00	84027225-52100	CONTRACTUAL SERVICES	\$900.00
					Vendor Total:	\$900.00
US BANK CORPORATE PAYMENT SERVICES	MAR 22	CAL CARD PURCHASES	\$8,597.69	10521210-57100	LEARNING AND DEVELOPMENT	\$688.79
				10521210-57100	LEARNING AND DEVELOPMENT	\$1,761.01
				10521210-54101	POSTAGE	\$27.42
				10521210-54102	SMALL TOOLS	\$235.16
				10521210-54106	SPECIALTY SUPPLIES	\$745.00
				71021100-54106	SPECIALTY SUPPLIES	\$381.00
				10521210-54100	SUPPLIES	\$2,243.49
				10521210-55100	TELEPHONE	\$18.20
				10521210-52181	VOLUNTEER EXPENSES	\$2,497.62
					Vendor Total:	\$8,597.69
WEST YOST ASSOCIATES INC	2048557	RRWA EXECUTIVE DIRECTOR SERVIC	\$38,692.78	91190100-52100	CONTRACTUAL SERVICES	\$38,692.78
					Vendor Total:	\$38,692.78
WESTERN HILLS HOMEOWNERS ASSOC	1388	QUARTERLY MEMBER DUES	\$225.00	20012200-52100	CONTRACTUAL SERVICES	\$225.00
					Vendor Total:	\$225.00
WHITLOCK & WEINBERGER TRANSPORTATION INC	27791	TRAFFIC SIGNAL DESIGN AT GOBBI	\$562.50	50924210-80230	INFRASTRUCTURE	\$562.50
					Vendor Total:	\$562.50
WIPF CONSTRUCTION LLC	7742	REPLACE 8" SINGLE CHECK VALVE	\$17,500.00	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$17,500.00
	7956	DELIVERY OF VARIOUS MATERIALS	\$911.76	84027221-54100	SUPPLIES	\$911.76
					Vendor Total:	\$18,411.76
WYATT IRRIGATION CO	302877 01	PARTS & MISC SUPPLIES AS NEEDED	\$17.14	10022100-54100	SUPPLIES	\$17.14
	303447 01	PARTS & MISC SUPPLIES AS NEEDED	\$17.50	10022100-54100	SUPPLIES	\$17.50
	302965 01	PARTS & MISC SUPPLIES AS NEEDED	\$19.96	10022100-54100	SUPPLIES	\$19.96

List of Checks Presented for Approval on 4/15/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WYATT IRRIGATION CO	302701 02	PARTS & MISC SUPPLIES AS NEEDED	\$35.06	10022100-54100	SUPPLIES	\$35.06
	303417 01	PARTS & MISC SUPPLIES AS NEEDED	\$35.81	10022100-54100	SUPPLIES	\$35.81
	303159 01	PARTS & MISC SUPPLIES AS NEEDED	\$35.95	10022100-54100	SUPPLIES	\$35.95
	303519 01	PARTS & MISC SUPPLIES AS NEEDED	\$60.63	10022100-54100	SUPPLIES	\$60.63
	302905 01	PARTS & MISC SUPPLIES AS NEEDED	\$67.45	10022100-54100	SUPPLIES	\$67.45
	303489 01	PARTS & MISC SUPPLIES AS NEEDED	\$170.71	10022100-54100	SUPPLIES	\$170.71
	303235 01	PARTS & MISC SUPPLIES AS NEEDED	\$220.33	80026210-54100	SUPPLIES	\$220.33
Vendor Total:						\$680.54
XEROX CORP	015916145	COPIER LEASE - SEE ADD'L DESCR	\$118.04	73022600-52100	CONTRACTUAL SERVICES	\$118.04
	015916144	COPIER LEASE - SEE ADD'L DESCR	\$701.45	10020210-54500	EQUIP RENTS AND LEASES	\$491.02
				20620231-54500	EQUIP RENTS AND LEASES	\$140.29
				64020213-54500	EQUIP RENTS AND LEASES	\$70.14
	015916143	COPIER LEASE - SEE ADD'L DESCR	\$458.37	20012200-54500	EQUIP RENTS AND LEASES	\$458.37
	015916142	COPIER LEASE - SEE ADD'L DESCR	\$493.16	20012200-54500	EQUIP RENTS AND LEASES	\$493.16
	Vendor Total:					\$1,771.02
ZAB ENTERPRISES INC	MAR 22	PROVIDE MISC. FOOD DISHES AS N	\$632.51	84027225-57100	LEARNING AND DEVELOPMENT	\$155.90
				84027225-57100	LEARNING AND DEVELOPMENT	\$205.48
				84027225-57100	LEARNING AND DEVELOPMENT	\$233.48
				20016100-54100	SUPPLIES	\$37.65
	MAR 22 CC	PROVIDE MISC. FOOD DISHES AS N	\$1,353.78	73022600-54100	SUPPLIES	\$1,353.78
Vendor Total:						\$1,986.29
INVOICE TOTAL:						\$1,993,550.37

List of Checks Presented for Approval on 4/22/2022

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

Sgt. Seng

D. R. J.

CR

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ACTION RENTS	611586-2	EQUIPMENT & MACHINERY RENTAL A	\$415.00	20822500-56300	BUILDING MAINT. & REPAIR	\$415.00
					Vendor Total:	\$415.00
ADAMSON POLICE PRODUCTS	INV375295	SKIDPLATE, TRANSMISSION COVER	\$301.76	10020210-56130	EXTERNAL SERVICES	\$301.76
					Vendor Total:	\$301.76
ALL-GUARD ALARM SYSTEMS INC	A358953	MONTHLY MONITORING AT WWTP	\$93.44	84027225-52180	SECURITY SERVICES	\$93.44
					Vendor Total:	\$93.44
AMAZON CAPITAL SERVICES	1WGX-QN4R-1CM1	DOCK WITH USB PORTS	\$260.21	20012100-54330	COMPUTER AND TECHNOLOGY	\$260.21
	1VGF-3KKR-7YP3	USB DOCK, HDMI ADAPTER	\$257.87	20016100-54330	COMPUTER AND TECHNOLOGY	\$257.87
	1TWP-TFLF-4QGQ	USB DOCKS FOR WINDOWS	\$227.49	20413510-54330	COMPUTER AND TECHNOLOGY	\$113.75
				20413520-54330	COMPUTER AND TECHNOLOGY	\$113.74
	1QG4-QVWL-P4RV	MEGOHMMETER	\$647.81	84027225-54102	SMALL TOOLS	\$647.81
	1WRT-DGH9-JFGT	CORN HOLE BAGS	\$43.54	90000000-23256	SPECIAL EVENTS TRUST	\$43.54
	1GXJ-L4JQ-RDQW	YOUTH SOFTBALL SUPPLIES	\$123.02	90000000-23256	SPECIAL EVENTS TRUST	\$123.02
	1HLV-NWMF-7JPR	ROKU REPLACEMENT REMOTE	\$7.59	10020210-54100	SUPPLIES	\$7.59
	16VM-9RPP-3TN9	MAGNET CLIPS	\$21.74	10020210-54100	SUPPLIES	\$21.74
	1G6V-T67K-3H3G	SHARPIES, ACCORDIAN FILE	\$42.44	10020210-54100	SUPPLIES	\$42.44
	1GKW-LQ4W-D3HG	LICENSE PLATE FRAME	\$72.28	10020210-54100	SUPPLIES	\$72.28
	16CC-GHJX-C93F	VOLLEYBALL SUPPLIES	\$36.52	10022824-54100	SUPPLIES	\$36.52
	1LTN-3CNN-GKC9	YOUTH SOFTBALL SUPPLIES	\$43.54	10022832-54100	SUPPLIES	\$43.54
	1FGX-WYFY-D1MV	POOL SUPPLIES	\$14.10	10022840-54100	SUPPLIES	\$14.10
	1HLV-NWMF-WNYL	POOL SUPPLIES	\$70.56	10022840-54100	SUPPLIES	\$70.56
	1MGT-QXPJ-1D9Y	MOUSE PAD WITH WRIST SUPPORT	\$9.79	20013210-54100	SUPPLIES	\$9.79
	1RDD-DV9V-H4F6	3 RING BINDER, WALL HOOK	\$71.30	20023510-54100	SUPPLIES	\$71.30

List of Checks Presented for Approval on 4/22/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1KMR-V19QX4F4	EAR PLUGS	\$55.30	80026110-54100	SUPPLIES	\$55.30
					Vendor Total:	\$2,005.10
AT&T	000018056012	FIBER INTERNET	\$1,613.88	20913900-52601	DATA STORAGE & CONNECTIVITY	\$1,613.88
	000017997078	T1 TO INTERNET FOR DOJ/CLETS	\$307.40	10020210-55100	TELEPHONE	\$153.70
				20620231-55100	TELEPHONE	\$153.70
	00001800667	TELEPHONE SERVICES	\$22.56	10521210-55100	TELEPHONE	\$22.56
	000018021873	T1 TO INTERNET	\$573.75	20913900-55100	TELEPHONE	\$573.75
	000018022270	TELEPHONE SERVICES	\$4,522.45	20913900-55100	TELEPHONE	\$4,522.45
					Vendor Total:	\$7,040.04
AT&T MOBILITY	832118877X041422	DATA & VOICE CELL PHONES	\$354.68	10020210-55100	TELEPHONE	\$129.69
				20620231-55100	TELEPHONE	\$14.78
				77725200-55100	TELEPHONE	\$36.27
				80026400-55100	TELEPHONE	\$86.46
				82027110-55100	TELEPHONE	\$14.78
				82027111-55100	TELEPHONE	\$43.14
				84027221-55100	TELEPHONE	\$29.56
	832056361X041422	APN MODEMS	\$562.10	10020210-55100	TELEPHONE	\$562.10
	875108535X041422	VOICE & DATA CELL PHONES	\$36.96	84027221-55100	TELEPHONE	\$36.96
					Vendor Total:	\$953.74
BRETT CHAPMAN	TA 5/5/22	TRAVEL ADVANCE	\$15.00	10020210-57100	LEARNING AND DEVELOPMENT	\$15.00
					Vendor Total:	\$15.00
CA DIVISION OF THE STATE ARCHITECT	1ST QTR 22	1ST QTR 2022 DISABILITY FEE	\$298.00	90000000-23012	STATE \$1 BUS. LIC. SET ASIDE	(\$2,682.00)
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$2,980.00
					Vendor Total:	\$298.00
CHICO STATE ENTERPRISES	SP007187	OPERATOR SERVICES FOR META, CD	\$3,290.00	61123410-52100	CONTRACTUAL SERVICES	\$3,290.00
					Vendor Total:	\$3,290.00
CHRISTOPHER V LARSEN	20220315 1	MOBILIZATION/DEMOBILIZATION	\$26,988.49	82227113-80230	INFRASTRUCTURE	\$26,988.49
					Vendor Total:	\$26,988.49

List of Checks Presented for Approval on 4/22/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CLERK-RECORDER, MENDOCINO COUNTY	070821	1ST & 2ND QTR 2021 MAP UPDATES	\$6.00	10024210-52100	CONTRACTUAL SERVICES	\$6.00
	011921	4TH QTR 2020 MAP UPDATES	\$8.00	10024210-52100	CONTRACTUAL SERVICES	\$8.00
	010622	4TH QTR 2021 MAP UPDATES	\$8.00	10024210-52100	CONTRACTUAL SERVICES	\$8.00
	093021	3RD QTR 2021 MAP UPDATES	\$12.00	10024210-52100	CONTRACTUAL SERVICES	\$12.00
	093020	3RD QTR 2020 MAP UPDATES	\$14.00	10024210-52100	CONTRACTUAL SERVICES	\$14.00
	123119	4TH QTR 2019 MAP UPDATES	\$18.00	10024210-52100	CONTRACTUAL SERVICES	\$18.00
	070120	2ND QTR 2020 MAP UPDATES	\$20.00	10024210-52100	CONTRACTUAL SERVICES	\$20.00
	040120	1ST QTR 2020 MAP UPDATES	\$24.00	10024210-52100	CONTRACTUAL SERVICES	\$24.00
Vendor Total:						\$110.00
COFFEE CRITIC INC, THE	R28256	MISC. COFFEE SUPPLIES AS NEEDED	\$100.00	20012200-54100	SUPPLIES	\$100.00
	Vendor Total:					\$100.00
COMCAST	0472 APR 22	INTERNET SERVICES	\$163.78	20913900-55100	TELEPHONE	\$163.78
	1296 APR 22	INTERNET SERVICES	\$180.14	20913900-55100	TELEPHONE	\$180.14
	4635 APR 22	INTERNET SERVICES	\$250.50	20913900-55100	TELEPHONE	\$250.50
	9780 APR 22	INTERNET SERVICES	\$162.51	73022600-55100	TELEPHONE	\$162.51
Vendor Total:						\$756.93
COOPER COMPLIANCE CORPORATION	2595	COMPLIANCE & REPORTING SERVICE	\$500.00	80026400-52100	CONTRACTUAL SERVICES	\$500.00
	Vendor Total:					\$500.00
CREATIVE WORKSHOP	DI-1201	BIRD PICTURE FOR FOYER	\$12.83	84027225-54100	SUPPLIES	\$12.83
	Vendor Total:					\$12.83
DANIEL STEEL & MACHINE INC	15970	LABOR AND MATERIALS TO FABRICATE	\$70.77	80026220-56120	EQUIPMENT MAINTENANCE & REPAIR	\$70.77
	Vendor Total:					\$70.77
DEEP VALLEY SECURITY	390947	UPGRADED THERMOSTAT	\$140.00	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$140.00
	Vendor Total:					\$140.00
DENBESTE LANDSCAPE SUPPLIES	17337	MISC. LANDSCAPE SUPPLIES AS NE	\$53.94	10024620-54120	PW - SPECIAL SUPPLIES	\$53.94
	17330	MISC. LANDSCAPE SUPPLIES AS NE	\$107.88	10024620-54120	PW - SPECIAL SUPPLIES	\$107.88
	Vendor Total:					\$161.82
DEPARTMENT OF JUSTICE	571917	FINGERPRINTS	\$720.00	10020210-54169	LIVESCAN	\$720.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEPARTMENT OF JUSTICE	572031	FINGERPRINTS	\$373.00	10022900-54169	LIVESCAN	\$277.00
				20016100-54165	NEW EMPLOYEE FINGERPRINT	\$96.00
				Vendor Total:		\$1,093.00
E SOURCE COMPANIES LLC	21148	PM FOR UTILITY BILLING CIS REP	\$7,324.00	20513300-52100	CONTRACTUAL SERVICES	\$7,324.00
				Vendor Total:		\$7,324.00
EFAX CORPORATE	4082980	EFAX SERVICES	\$149.50	20012200-52100	CONTRACTUAL SERVICES	\$149.50
				Vendor Total:		\$149.50
EFFICIENCY SERVICES GROUP LLC	00004433	ADMIN OF EUD PUBLIC BENEFITS P	\$3,500.00	80626450-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,500.00
				Vendor Total:		\$3,500.00
EUREKA OXYGEN CO	DM00834023	RENTAL OF CYLINDERS	\$24.67	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$24.67
				Vendor Total:		\$24.67
FASTENAL	CAUKA45346	BLADE	\$37.29	84027225-54100	SUPPLIES	\$37.29
				Vendor Total:		\$37.29
FEDERAL EXPRESS	7-717-31448	SHIPPING SERVICES	\$62.40	10020210-54101	POSTAGE	\$34.62
				84027225-54101	POSTAGE	\$10.88
				84027225-54101	POSTAGE	\$16.90
				Vendor Total:		\$62.40
FINANCIAL PACIFIC LEASING INC	6534522	FINANCING OF TWO PIERCE ENFORCE	\$63,979.74	10000000-74501	CAPITAL LEASE INTEREST	\$8,847.19
				10000000-74500	CAPITAL LEASE PRINCIPAL	\$55,132.55
				Vendor Total:		\$63,979.74
FLOYD WILLIAMS	41704	FIRST AID TRAINING	\$750.00	10020210-57100	LEARNING AND DEVELOPMENT	\$750.00
				Vendor Total:		\$750.00
FLSMIDTH INC	0330183	#15GL-RN GASKET, NEOPRENE	\$1,405.76	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,405.76
				Vendor Total:		\$1,405.76
FRIEDMANS HOME IMPROVEMENT	INV14598996	MISC. ITEMS AS NEEDED	\$10.49	80126100-80220	BUILDING IMPROVEMENTS	\$10.49
	INV14640599	MISC. ITEMS AS NEEDED	\$25.92	10521210-56300	BUILDING MAINT. & REPAIR	\$25.92
	INV14640310	MISC. ITEMS AS NEEDED	\$29.77	10521210-56300	BUILDING MAINT. & REPAIR	\$29.77
	INV14470588	MISCELLANEOUS BUILDING MATERIA	\$961.01	10521210-56300	BUILDING MAINT. & REPAIR	\$961.01

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FRIEDMANS HOME IMPROVEMENT	INV14470617	MISCELLANEOUS BUILDING MATERIA	\$3,603.79	10521210-56300	BUILDING MAINT. & REPAIR	\$3,603.79
	INV14700210	MISC. ITEMS AS NEEDED	\$127.53	20822500-56300	BUILDING MAINT. & REPAIR	\$127.53
	INV14711579	MISC. ITEMS AS NEEDED	\$97.95	77725200-56300	BUILDING MAINT. & REPAIR	\$97.95
	INV14667507	MISC. ITEMS AS NEEDED	\$105.30	77725200-56300	BUILDING MAINT. & REPAIR	\$105.30
	INV14554012	MISC. ITEMS AS NEEDED	\$203.81	77725200-56300	BUILDING MAINT. & REPAIR	\$203.81
	INV14656829	MISC. ITEMS AS NEEDED	\$73.18	82027111-56300	BUILDING MAINT. & REPAIR	\$73.18
	INV14624855	MISC. ITEMS AS NEEDED	\$42.84	84027225-56300	BUILDING MAINT. & REPAIR	\$42.84
	INV14711258	MISC. ITEMS AS NEEDED	\$27.89	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$27.89
	INV14703219	MISC. ITEMS AS NEEDED	\$89.93	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$89.93
	INV14606144	MISC. ITEMS AS NEEDED	\$184.94	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$184.94
	INV14710608	MISC. ITEMS AS NEEDED	\$86.38	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$86.38
	INV14604281	MISC. ITEMS AS NEEDED	\$119.69	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$119.69
	INV14593463	MISC. ITEMS AS NEEDED	\$13.89	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$13.89
	INV14660361	MISC. ITEMS AS NEEDED	\$23.71	77725200-56130	EXTERNAL SERVICES	\$23.71
	INV14557276	MISC. ITEMS AS NEEDED	\$6.12	84027225-56130	EXTERNAL SERVICES	\$6.12
	INV14677471	MISC. ITEMS AS NEEDED	\$19.55	10022100-59400	OTHER EXPENSES	\$19.55
	INV14561668	MISC. ITEMS AS NEEDED	\$30.57	10022100-59400	OTHER EXPENSES	\$30.57
	INV14668382	MISC. ITEMS AS NEEDED	\$58.68	10022100-59400	OTHER EXPENSES	\$58.68
	INV14661398	MISC. ITEMS AS NEEDED	\$72.21	10020210-54201	PRISONER EXPENSE	\$72.21
	INV14703142	MISC. ITEMS AS NEEDED	\$72.21	10024620-54120	PW - SPECIAL SUPPLIES	\$72.21
	INV14556567	MISC. ITEMS AS NEEDED	\$145.33	10024620-54120	PW - SPECIAL SUPPLIES	\$145.33
	INV14587838	MISC. ITEMS AS NEEDED	\$170.82	10024620-54120	PW - SPECIAL SUPPLIES	\$170.82
	INV14611552	MISC. ITEMS AS NEEDED	\$206.84	10021210-54102	SMALL TOOLS	\$206.84
	INV14673311	MISC. ITEMS AS NEEDED	\$87.26	10521210-54102	SMALL TOOLS	\$87.26
	INV14589571	MISC. ITEMS AS NEEDED	\$146.65	20324100-54102	SMALL TOOLS	\$146.65
	INV14629670	MISC. ITEMS AS NEEDED	\$227.51	20324100-54102	SMALL TOOLS	\$227.51

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FRIEDMANS HOME IMPROVEMENT	INV14695780	MISC. ITEMS AS NEEDED	\$52.77	84027225-54102	SMALL TOOLS	\$52.77
	INV14688663	MISC. ITEMS AS NEEDED	\$72.79	84027225-54102	SMALL TOOLS	\$72.79
	INV14588690	MISC. ITEMS AS NEEDED	\$237.03	84027225-54102	SMALL TOOLS	\$237.03
	INV14557304	MISC. ITEMS AS NEEDED	\$88.80	10020210-54100	SUPPLIES	\$88.80
	INT-042705	MISC. ITEMS AS NEEDED	\$0.23	10022100-54100	SUPPLIES	\$0.23
	INV14561134	MISC. ITEMS AS NEEDED	\$19.74	10022100-54100	SUPPLIES	\$19.74
	INV14702892	MISC. ITEMS AS NEEDED	\$27.21	10022100-54100	SUPPLIES	\$27.21
	INV14620334	MISC. ITEMS AS NEEDED	\$29.76	10022100-54100	SUPPLIES	\$29.76
	INV14618493	MISC. ITEMS AS NEEDED	\$30.10	10022100-54100	SUPPLIES	\$30.10
	INV14631671	MISC. ITEMS AS NEEDED	\$35.50	10022100-54100	SUPPLIES	\$35.50
	INV14654223	MISC. ITEMS AS NEEDED	\$49.12	10022100-54100	SUPPLIES	\$49.12
	INV14672325	MISC. ITEMS AS NEEDED	\$49.12	10022100-54100	SUPPLIES	\$49.12
	INV14605549	MISC. ITEMS AS NEEDED	\$60.38	10022100-54100	SUPPLIES	\$60.38
	INV14593542	MISC. ITEMS AS NEEDED	\$80.76	10022100-54100	SUPPLIES	\$80.76
	INV14598726	MISC. ITEMS AS NEEDED	\$296.64	10022100-54100	SUPPLIES	\$296.64
	INV14590615	MISC. ITEMS AS NEEDED	\$413.86	10022100-54100	SUPPLIES	\$413.86
	INV14631972	MISC. ITEMS AS NEEDED	\$28.39	10022832-54100	SUPPLIES	\$28.39
	INV14561979	MISC. ITEMS AS NEEDED	\$112.67	10024620-54100	SUPPLIES	\$112.67
	INV14564128	MISC. ITEMS AS NEEDED	\$152.29	10024620-54100	SUPPLIES	\$152.29
	INV14626467	MISC. ITEMS AS NEEDED	\$10.77	20822500-54100	SUPPLIES	\$10.77
	INV14622284	MISC. ITEMS AS NEEDED	\$14.20	20822500-54100	SUPPLIES	\$14.20
	INV14630278	MISC. ITEMS AS NEEDED	\$43.91	20822500-54100	SUPPLIES	\$43.91
	INV14562388	MISC. ITEMS AS NEEDED	\$57.79	20822500-54100	SUPPLIES	\$57.79
	INV14606620	MISC. ITEMS AS NEEDED	\$152.46	20822500-54100	SUPPLIES	\$152.46
	INV14674949	MISC. ITEMS AS NEEDED	\$22.72	20824300-54100	SUPPLIES	\$22.72
	INV14667763	MISC. ITEMS AS NEEDED	\$71.14	20824300-54100	SUPPLIES	\$71.14
	INV14708177	MISC. ITEMS AS NEEDED	\$89.23	80026110-54100	SUPPLIES	\$89.23
	INV14626162	MISC. ITEMS AS NEEDED	\$10.09	80026120-54100	SUPPLIES	\$10.09
	INV14702801	MISC. ITEMS AS NEEDED	\$32.44	80026120-54100	SUPPLIES	\$32.44

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	INV14705744	MISC. ITEMS AS NEEDED	\$34.90	80026120-54100	SUPPLIES	\$34.90
	INV14598307	MISC. ITEMS AS NEEDED	\$36.84	80026120-54100	SUPPLIES	\$36.84
	INV14620511	MISC. ITEMS AS NEEDED	\$30.44	80026210-54100	SUPPLIES	\$30.44
	INV14553171	MISC. ITEMS AS NEEDED	\$66.77	82027111-54100	SUPPLIES	\$66.77
	INV14598028	MISC. ITEMS AS NEEDED	\$77.54	82027114-54100	SUPPLIES	\$77.54
	INV14702868	MISC. ITEMS AS NEEDED	\$77.54	82027114-54100	SUPPLIES	\$77.54
	INV14637071	MISC. ITEMS AS NEEDED	\$125.97	82027114-54100	SUPPLIES	\$125.97
	INV14576987	MISC. ITEMS AS NEEDED	\$47.82	84027225-54100	SUPPLIES	\$47.82
				Vendor Total:	\$9,911.50	
GHD INC	380-0011589	ORR STREET BRIDGE & TRANSPORTA	\$29,742.29	12024200-80230	INFRASTRUCTURE	\$29,742.29
	380-001148	PLAN AND SPEC PREP - RAIL TRAI	\$23,643.01	51124210-80230	INFRASTRUCTURE	\$23,643.01
				Vendor Total:	\$53,385.30	
GRAINGER INC	9265659392	RETROFIT BALL VALVE	(\$120.84)	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$120.84)
	9260371217	WASHER DEGREASER, ABSORBENT	\$289.12	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$289.12
				Vendor Total:	\$168.28	
HANSEL FORD	1244823	MISC. PARTS & MATERIALS AS NEE	\$116.96	10020210-56130	EXTERNAL SERVICES	\$116.96
	1243528	MISC. PARTS & MATERIALS AS NEE	\$184.93	82027114-56130	EXTERNAL SERVICES	\$184.93
				Vendor Total:	\$301.89	
IDEXX DISTRIBUTION INC	3104494869	IRRADIATED COLILERT 100ML 100P	\$903.35	82027111-54100	SUPPLIES	\$903.35
				Vendor Total:	\$903.35	
INTERSTATE SALES	10154	5 GALLON PAILS OF WHITE TRAFFIC	\$4,373.23	10024620-54125	PW - TRAFFIC PAINT	\$257.38
				10024620-54125	PW - TRAFFIC PAINT	\$335.50
				10024620-54125	PW - TRAFFIC PAINT	\$905.97
				10024620-54125	PW - TRAFFIC PAINT	\$1,396.01
				10024620-54125	PW - TRAFFIC PAINT	\$1,478.37
				Vendor Total:	\$4,373.23	
KEN FOWLER MOTORS INC	34379	SENSOR	\$7.00	80026110-56130	EXTERNAL SERVICES	\$7.00
	34594	FILTER KIT, FILTER	\$75.34	80026110-56130	EXTERNAL SERVICES	\$75.34
				Vendor Total:	\$82.34	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
KONOCTI RIDGE CORPORATION	106340	EXTERMINATOR SERVICES	\$98.00	10521210-56300	BUILDING MAINT. & REPAIR	\$98.00
					Vendor Total:	\$98.00
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH43119	FOOD PERMIT #FD1924	\$225.00	10022300-54100	SUPPLIES	\$225.00
	EH43170	POOL 1 PERMIT #PL016	\$375.00	10022300-54100	SUPPLIES	\$375.00
	EH43171	POOL 2 PERMIT #PL096	\$375.00	10022300-54100	SUPPLIES	\$375.00
					Vendor Total:	\$975.00
MENDOCINO METALS INC	9832	INSTALLED NEW DETECTOR	\$419.07	77725200-56300	BUILDING MAINT. & REPAIR	\$419.07
					Vendor Total:	\$419.07
MICHAEL T MCCULLOCH	3	ALL EMPLOYEE LUNCH EVENT	\$772.00	20012200-54100	SUPPLIES	\$772.00
					Vendor Total:	\$772.00
MILLVIEW COUNTY WATER DISTRICT	10184 MAR 22	WATER SERVICES - LOVERS LANE	\$73.82	10521210-55210	UTILITIES	\$73.82
					Vendor Total:	\$73.82
NOR-CAL RECYCLED ROCK & AGGREGATES INC	15172	MISC ROCK & ROAD PATCH MATERIA	\$525.81	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$525.81
	15192	MISC ROCK & ROAD PATCH MATERIA	\$112.66	10022100-54100	SUPPLIES	\$112.66
					Vendor Total:	\$638.47
O'CONNOR THOMPSON MCDONOUGH KLOTSCH LLP	5112	LEGAL SERVICES - MUSEUM ROOF P	\$624.00	20822500-80220	BUILDING IMPROVEMENTS	\$624.00
					Vendor Total:	\$624.00
OLIN CORPORATION	3000093408	LIQUID SODIUM HYPOCHLORITE FY2	\$5,426.56	84027225-58202	CHEMICALS	\$5,426.56
	3000090260	LIQUID SODIUM HYPOCHLORITE FY2	\$5,976.13	84027225-58202	CHEMICALS	\$5,976.13
					Vendor Total:	\$11,402.69
ONE TIME PAY VENDOR	DV041122	PARKS REFUND - VICTORINA EROSTICO	\$100.00	10022100-46360	PARKS RENTAL	\$100.00
	DV041322	REC REFUND - CAMERON MAXEY	\$450.00	10022822-44915	RECREATION PROGRAM INCOME	\$450.00
	126314-4	UTILITY REFUND - ROBERT PRATER	\$38.70	90100000-10421	UTILITY RECEIVABLES CLEARING	\$38.70
					Vendor Total:	\$588.70
OWEN EQUIPMENT SALES	0055960	DUAL SOLENOID V	\$405.69	84027221-56130	EXTERNAL SERVICES	\$405.69
					Vendor Total:	\$405.69

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PARKER, LUCAS AND ASSOCIATES	25	UNDERWRITING SERVICES FOR BUSI	\$875.00	61123410-52100	CONTRACTUAL SERVICES	\$875.00
					Vendor Total:	\$875.00
PETERSON TRUCKS INC	100008U	FLUID, WIND	\$26.92	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$26.92
	253719R	WINDSHIELD FLUID, BRAKLEEN	\$113.15	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$113.15
	253836R	FUEL MODLE, FILTER	\$32.82	10024620-56130	EXTERNAL SERVICES	\$32.82
	10105U	FUEL FILTER	\$12.76	10521210-56130	EXTERNAL SERVICES	\$12.76
	10143U	FILTERS, FILER SYSTEMS	\$473.97	10521210-56130	EXTERNAL SERVICES	\$473.97
	CM254447R	REFUND - CORE RETURN	(\$359.29)	77725200-56130	EXTERNAL SERVICES	(\$359.29)
	254447R	CLUSTER, REMAN, CORE DEPOSIT	\$1,312.43	77725200-56130	EXTERNAL SERVICES	\$1,312.43
	10053U	FILTERS, FILTER SYSTEMS	\$204.11	80026110-56130	EXTERNAL SERVICES	\$204.11
	253719RX1	WINDSHILD WASHER FLUID	\$26.46	20324100-58410	GARAGE LUBRICANTS & PARTS	\$26.46
	254021R	GASKET, OIL COOLER	\$105.91	20324100-58510	REIMBURSABLE JOBS	\$105.91
					Vendor Total:	\$1,949.24
PG&E CO	1522-8 MAR 22	PACIFIC GAS & ELECTRIC	\$65.11	10521210-55100	TELEPHONE	\$65.11
	6124-2 MAR 22	PACIFIC GAS & ELECTRIC	\$1,026.46	10521210-55100	TELEPHONE	\$1,026.46
					Vendor Total:	\$1,091.57
PIONEER LAW GROUP LLP	7251	LANDFILL EIR & CEQA LEGAL SERVICE	\$16,546.70	70224500-80230	INFRASTRUCTURE	\$16,546.70
					Vendor Total:	\$16,546.70
PUBLIC SERVICE DEPARTMENT	FEB 22	CITY UTILITIES	\$75,862.53	10022100-55210	UTILITIES	\$7,107.22
				10022300-55210	UTILITIES	\$3,518.49
				10022700-55210	UTILITIES	\$1,606.19
				10024214-55210	UTILITIES	\$727.23
				10024620-55210	UTILITIES	\$407.94
				20620231-55210	UTILITIES	\$57.47
				20822500-55210	UTILITIES	\$6,387.16
				20824300-55210	UTILITIES	\$1,572.08
				64020213-55210	UTILITIES	\$505.73
				72022400-55210	UTILITIES	\$3,516.36

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PUBLIC SERVICE DEPARTMENT	FEB 22	CITY UTILITIES	\$75,862.53	73022600-55210	UTILITIES	\$1,488.68
				77725200-55210	UTILITIES	\$3,304.03
				80026400-55210	UTILITIES	\$2,413.88
				80526150-55210	UTILITIES	\$9,071.74
				82027111-55210	UTILITIES	\$12,973.72
				83027330-55210	UTILITIES	\$3,096.48
				84027221-55210	UTILITIES	\$62.81
				84027225-55210	UTILITIES	\$18,045.32
				Vendor Total:		
RAINBOW AGRICULTURAL SERVICES	51615/1	PRESSURE WASHER	\$21.76	82027111-56300	BUILDING MAINT. & REPAIR	\$21.76
	51676/1	GEAR BUTTERFLY VALVES	\$919.99	10022300-56120	EQUIPMENT MAINTENANCE & REPAIR	\$919.99
	51610/1	BARN SCRAPER, SAFETY GLASSES	\$88.13	82027111-54102	SMALL TOOLS	\$88.13
	52283/1	STIHL TS 800 CUT QUIK SAW	\$1,774.65	84027221-54102	SMALL TOOLS	\$1,774.65
	51762/1	TRIMMER LINE	\$26.12	10022100-54100	SUPPLIES	\$26.12
	51746/1	JACKETS	\$124.08	82027114-54100	SUPPLIES	\$124.08
Vendor Total:					\$2,954.73	
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	22-04 HEALTHCOMP	APR 22 REMIF MEDICAL, DENTAL & VISION	\$312,407.84	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$509.60
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,519.72
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$14,016.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$272,633.00
				20700000-20510	REMIF DENTAL	\$19,307.92
				20700000-20511	REMIF VISION	\$3,421.60
				Vendor Total:		
RICHARD THORNTON	0000013830	TELEPHONE PRODUCTS & SERVICES	\$62.50	80026400-55100	TELEPHONE	\$62.50
Vendor Total:					\$62.50	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RYAN PROCESS INC	2203034-INV	ZIKRON DIS TOTAL CHLORINE SENS	\$2,805.81	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,805.81
					Vendor Total:	\$2,805.81
SARAH NISPURUK	TA 5/1-5/22	TRAVEL ADVANCE	\$1,211.56	20620232-57100	LEARNING AND DEVELOPMENT	\$605.78
				20620232-57100	LEARNING AND DEVELOPMENT	\$605.78
					Vendor Total:	\$1,211.56
SEAN WHITE	032753	REIMBURSEMENT - EQUIPMENT MAINT	\$70.11	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$70.11
					Vendor Total:	\$70.11
SHANNON RILEY	DV041322	REIMBURSEMENT - BREAKROOM SUPPLIES	\$292.15	20012200-54100	SUPPLIES	\$292.15
					Vendor Total:	\$292.15
SNAP-ON INDUSTRIAL	ARV/52519833	IMPACT PENTAGON SOCKET	\$38.61	84027225-54102	SMALL TOOLS	\$38.61
					Vendor Total:	\$38.61
SOLID WASTES SYSTEMS INC	480119	MISC. DUMP FEES	\$1,327.46	10024620-54120	PW - SPECIAL SUPPLIES	\$24.40
				10024620-54120	PW - SPECIAL SUPPLIES	\$24.40
				10024620-54120	PW - SPECIAL SUPPLIES	\$24.40
				10024620-54120	PW - SPECIAL SUPPLIES	\$61.04
				10024620-54120	PW - SPECIAL SUPPLIES	\$64.31
				10024620-54120	PW - SPECIAL SUPPLIES	\$74.88
				10024620-54120	PW - SPECIAL SUPPLIES	\$94.83
				10024620-54120	PW - SPECIAL SUPPLIES	\$161.32
				10024620-54120	PW - SPECIAL SUPPLIES	\$227.81
				10024620-54120	PW - SPECIAL SUPPLIES	\$238.71
				10024620-54120	PW - SPECIAL SUPPLIES	\$331.36
					Vendor Total:	\$1,327.46
STATE WATER RESOURCES CONTROL BOARD	SW-0222873	STORM WATER PERMIT 1 49M1000009	\$10,602.00	10024224-59101	FEES	\$10,602.00
	WD-0191508	WASTE DISCHARGE PERMIT 1SSO11454	\$3,326.00	84027221-59101	FEES	\$3,326.00
					Vendor Total:	\$13,928.00

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
THE SPYGLASS GROUP LLC	22727	TELECOM AUDIT FY2122	\$8,950.44	20913900-52100	CONTRACTUAL SERVICES	\$8,950.44
					Vendor Total:	\$8,950.44
TRACI BOYL	DV041322	REIMBURSEMENT - ALL EMPLOYEE LUNCH	\$496.60	20012200-54100	SUPPLIES	\$496.60
					Vendor Total:	\$496.60
TRI-STATE CAMERA EXCH INC	T7191789	CANON 18X51 IS ALL WEATHER IMA	\$4,798.16	10521210-54102	SMALL TOOLS	\$4,798.16
					Vendor Total:	\$4,798.16
TYLER BUSINESS FORMS	71229	BLANK TOP CHECK HEAT ICON VOID	\$1,255.25	20013400-54100	SUPPLIES	\$1,255.25
					Vendor Total:	\$1,255.25
UKIAH AUTO PARTS	254310	CLOTHS, ARMOR ALL, TIRE CARE	\$71.75	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$71.75
	257915	DEGREASER, GLOVES	\$88.16	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$88.16
	254903	OIL FILTER	\$9.12	10020210-56130	EXTERNAL SERVICES	\$9.12
	255123	BLSTR PK MINITURES	\$23.81	10020210-56130	EXTERNAL SERVICES	\$23.81
	257433	FASTENER	\$149.20	10020210-56130	EXTERNAL SERVICES	\$149.20
	255289	OIL FILTER	\$94.06	77725200-56130	EXTERNAL SERVICES	\$94.06
	10053UX1	FILTER	\$28.83	80026110-56130	EXTERNAL SERVICES	\$28.83
	255185	BRAKE FLUID	\$29.39	82027114-56130	EXTERNAL SERVICES	\$29.39
	256409	BATTERY MAINT CHARGER	\$39.18	84027225-56130	EXTERNAL SERVICES	\$39.18
	256382	BATTERY MAINTN, CHARGER	\$78.37	84027225-56130	EXTERNAL SERVICES	\$78.37
	258206	CLOTHES, ARMOR ALL, CLEANERS	\$46.44	82027111-54100	SUPPLIES	\$46.44
					Vendor Total:	\$658.31
UKIAH DAILY JOURNAL	0006650063	PUBLISHING SERVICES FY 21/22	\$836.55	20016100-54162	ADVERTISING	\$836.55
	0006654472	PUBLISHING SERVICES FY 21/22	\$115.48	10020210-52515	ADVERTISING & PUBLICATION	\$115.48
	0006648693	PUBLISHING SERVICES FY 21/22	\$355.92	10020210-52515	ADVERTISING & PUBLICATION	\$355.92
	0006652389	PUBLISHING SERVICES FY 21/22	\$153.61	10023100-52515	ADVERTISING & PUBLICATION	\$153.61
	0006649909	PUBLISHING SERVICES FY 21/22	\$166.32	10023100-52515	ADVERTISING & PUBLICATION	\$166.32
	0006653297	PUBLISHING SERVICES FY 21/22	\$179.03	10023100-52515	ADVERTISING & PUBLICATION	\$179.03
	0006652579	PUBLISHING SERVICES FY 21/22	\$623.92	77825200-80230	INFRASTRUCTURE	\$623.92
	0006654215	PUBLISHING SERVICES FY 21/22	\$67.81	20012500-52150	LEGAL SERVICES/ EXPENSES	\$67.81

List of Checks Presented for Approval on 4/22/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH DAILY JOURNAL	0006650970	PUBLISHING SERVICES FY 21/22	\$72.58	20012500-52150	LEGAL SERVICES/ EXPENSES	\$72.58
	0006654277	PUBLISHING SERVICES FY 21/22	\$80.52	20012500-52150	LEGAL SERVICES/ EXPENSES	\$80.52
	0006654292	PUBLISHING SERVICES FY 21/22	\$80.52	20012500-52150	LEGAL SERVICES/ EXPENSES	\$80.52
	0006655643	PUBLISHING SERVICES FY 21/22	\$93.23	20012500-52150	LEGAL SERVICES/ EXPENSES	\$93.23
	0006653182	PUBLISHING SERVICES FY 21/22	\$204.46	20012500-52150	LEGAL SERVICES/ EXPENSES	\$204.46
Vendor Total:						\$3,029.95
UKIAH ROUND TREE GLASS INC	19393	DW 1693 GBY WINDSHIELD	\$319.23	10521210-56130	EXTERNAL SERVICES	\$319.23
	Vendor Total:					\$319.23
UKIAH WASTE SOLUTIONS INC	FEB 22	STREET SWEEPING	\$400.00	84027225-52100	CONTRACTUAL SERVICES	\$400.00
	MAR 22	STREET SWEEPING	\$406.00	84027225-52100	CONTRACTUAL SERVICES	\$406.00
	Vendor Total:					\$806.00
UNITED SITE SERVICES	114-12994797	PORTABLE TOILET RENTAL	\$104.39	82027111-52100	CONTRACTUAL SERVICES	\$104.39
	Vendor Total:					\$104.39
VINCENTE MARTINEZ	TA 5/1-6/22	TRAVEL ADVANCE	\$1,501.47	82027111-57100	LEARNING AND DEVELOPMENT	\$1,501.47
	Vendor Total:					\$1,501.47
VWR INTERNATIONAL LLC	8808109748	PHENYLARSINE OXIDE SOLUTION	\$208.84	84027225-54103	LAB SUPPLIES	\$208.84
	8808068916	PH STORAE SOLUTION	\$216.80	84027225-54103	LAB SUPPLIES	\$216.80
	Vendor Total:					\$425.64
WASTE MANAGEMENT	2846938-2561-4	GARBAGE SERVICE - 141 LOVERS LANE	\$65.84	10521210-55210	UTILITIES	\$65.84
	2846762-2561-8	GARBAGE SERVICE - 1500 S STATE	\$65.84	10521210-55210	UTILITIES	\$65.84
	Vendor Total:					\$131.68
WELTY, WEAVER & CURRIE	8382	LEGAL SERVICES - WATER RESOURC	\$6,000.00	82027110-52150	LEGAL SERVICES/ EXPENSES	\$6,000.00
	8381	LEGAL SERVICES - WATER RESOURC	\$13,520.00	82027110-52150	LEGAL SERVICES/ EXPENSES	\$13,520.00
	Vendor Total:					\$19,520.00
WEX BANK	80079606	FUEL FOR POLICE	\$328.53	10020210-56210	FUEL & FLUIDS	\$328.53
	Vendor Total:					\$328.53

List of Checks Presented for Approval on 4/22/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WORLD OIL ENVIRONMENTAL SERVICES	1500-00814129	DISPOSAL OF MISC. PRODUCTS AS	\$506.70	20324100-52100	CONTRACTUAL SERVICES	\$506.70
Vendor Total:						\$506.70
ZERO WASTE USA	470251	DOG ROLL BAGS	\$840.19	10022100-54100	SUPPLIES	\$840.19
Vendor Total:						\$840.19
INVOICE TOTAL:						\$681,798.96

List of Checks Presented for Approval on 4/29/2022

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

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D. R. J.

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Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ADAMSON POLICE PRODUCTS	INV375486	MINI ION T-SERIES MULTIPLE COLORS	\$939.57	10022100-56130	EXTERNAL SERVICES	\$216.00
				10022100-56130	EXTERNAL SERVICES	\$723.57
					Vendor Total:	\$939.57
AFLAC	585108	MAR 22 CANCER/LIFE/ACC INSURANCE	\$7,840.24	20700000-20527	SECTION 125 (CANCER & LIFE)	\$7,840.24
					Vendor Total:	\$7,840.24
ALEX COWAN	TA 5/12-13/22	TRAVEL ADVANCE	\$30.00	10020210-57100	LEARNING AND DEVELOPMENT	\$30.00
					Vendor Total:	\$30.00
ALEXANDER DE GRASSI	TR 3/15-18/22	TRAVEL REIMBURSEMENT	\$808.80	20010000-57100	LEARNING AND DEVELOPMENT	\$808.80
					Vendor Total:	\$808.80
AMAZON CAPITAL SERVICES	1PV9-331Q-N7Y7	GEL PENS	\$51.97	10024210-54330	COMPUTER AND TECHNOLOGY	\$51.97
	1VMN-QLVL-16FD	RETURN - EPSON PRINTER	(\$209.64)	20513300-54330	COMPUTER AND TECHNOLOGY	(\$209.64)
	1P1G-CK97-4MKM	RETURN - LAPTOP SLEEVE CASE	(\$22.64)	20013210-54100	SUPPLIES	(\$22.64)
	14QQ-KX9W-13N7	ERGONOMIC CHAIR, WHITE BOARDS, EARBUDS	\$573.57	20013210-54100	SUPPLIES	\$5.98
				20013210-54100	SUPPLIES	\$22.64
				20013210-54100	SUPPLIES	\$58.30
				20013210-54100	SUPPLIES	\$474.70
				20013220-54100	SUPPLIES	\$5.98
				20013401-54100	SUPPLIES	\$5.97
					Vendor Total:	\$393.26
AMWINS GROUP BENEFITS INC	7302135	MAY 22 RETIREE HEALTH INSURANCE	\$3,318.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,318.00
					Vendor Total:	\$3,318.00
ANIXTER	5174159-00	RETURN - RESTOCK FEE PO#47400	(\$2,118.71)	80000000-12104	INVENTORY - PURCHASES	(\$2,118.71)
	5153124-04	(C-806) CONDUCTOR, CU, 6 AWG,	\$469.52	80000000-12104	INVENTORY - PURCHASES	\$469.52

List of Checks Presented for Approval on 4/29/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ANIXTER	5174159-00.1	(DE-B-AL1) DEADEND, BOLTED ALU	\$486.50	80000000-12104	INVENTORY - PURCHASES	\$486.50
	5243528-00	5-15 KVA TCB-2024-OB TRANS. CO	\$1,558.32	80026110-54100	SUPPLIES	\$1,558.32
					Vendor Total:	\$395.63
AT&T	0018000668	TELEPHONE SERVICES	\$15.83	10521210-55100	TELEPHONE	\$15.83
	2463 MAR 22	FAX SERVICES - S STATION	\$52.48	10521210-55100	TELEPHONE	\$52.48
					Vendor Total:	\$68.31
AT&T MOBILITY	28730313870 0X041022	FIRE CELL PHONES	\$1,438.65	10521210-55100	TELEPHONE	\$1,438.65
					Vendor Total:	\$1,438.65
CA DIVISION OF THE STATE ARCHITECT	4TH QTR 21	4TH QTR 2021 DISABILITY FEE	\$133.60	90000000-23012	STATE \$1 BUS. LIC. SET ASIDE	(\$1,202.40)
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$1,336.00
					Vendor Total:	\$133.60
CHROMAGRAPHS	70380	BUSINESS CARDS - J DAVIS, M IRACE, D MENDEZ	\$146.45	10023100-54100	SUPPLIES	\$43.54
				10023100-54100	SUPPLIES	\$59.38
				20413500-54100	SUPPLIES	\$43.53
					Vendor Total:	\$146.45
CINTAS CORPORATION	4113121084	RUG/MAT & UNIFORM SERVICES	\$87.82	20822500-56300	BUILDING MAINT. & REPAIR	\$87.82
	4114387221	RUG/MAT & UNIFORM SERVICES	\$87.82	20822500-56300	BUILDING MAINT. & REPAIR	\$87.82
	4113121071	RUG/MAT & UNIFORM SERVICES	\$75.73	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$49.35
	4114387332	RUG/MAT & UNIFORM SERVICES	\$75.73	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$49.35
	5100857212	FIRST AID SUPPLIES	\$77.90	20324100-52100	CONTRACTUAL SERVICES	\$77.90
	4112305588	RUG/MAT & UNIFORM SERVICES	\$88.66	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$62.28
	4115075685	RUG/MAT & UNIFORM SERVICES	\$88.66	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$62.28
	5100857234	FIRST AID SUPPLIES	\$94.84	20324100-52100	CONTRACTUAL SERVICES	\$94.84
	5100857228	FIRST AID SUPPLIES	\$117.85	20324100-52100	CONTRACTUAL SERVICES	\$117.85
	4113705994	RUG/MAT & UNIFORM SERVICES	\$157.12	20324100-52100	CONTRACTUAL SERVICES	\$26.38

List of Checks Presented for Approval on 4/29/2022

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CINTAS CORPORATION	4113705994	RUG/MAT & UNIFORM SERVICES	\$157.12	20824300-52100	CONTRACTUAL SERVICES	\$130.74
	4113121046	RUG/MAT & UNIFORM SERVICES	\$35.00	31122000-52100	CONTRACTUAL SERVICES	\$35.00
	4114387225	RUG/MAT & UNIFORM SERVICES	\$35.00	31122000-52100	CONTRACTUAL SERVICES	\$35.00
	4113121048	RUG/MAT & UNIFORM SERVICES	\$35.00	73022600-52100	CONTRACTUAL SERVICES	\$35.00
	4114387199	RUG/MAT & UNIFORM SERVICES	\$35.00	73022600-52100	CONTRACTUAL SERVICES	\$35.00
	5100857239	FIRST AID SUPPLIES	\$171.08	10024620-54100	SUPPLIES	\$75.16
				84027221-54100	SUPPLIES	\$95.92
	4112454241	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
	4113147544	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
	4113833708	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
	4114518494	RUG/MAT & UNIFORM SERVICES	\$44.92	77725200-54100	SUPPLIES	\$44.92
					Vendor Total:	\$1,442.89
CITY OF UKIAH	6971	BUILDING PERMIT - APP# 6971	\$1,429.86	10022700-56300	BUILDING MAINT. & REPAIR	\$1,429.86
					Vendor Total:	\$1,429.86
COFFEE CRITIC INC, THE	R28326	MISC. COFFEE SUPPLIES AS NEEDED	\$50.00	73022600-54100	SUPPLIES	\$50.00
					Vendor Total:	\$50.00
DAN BUFFALO	TR 4/21/22	TRAVEL REIMBURSEMENT	\$58.78	20013400-57100	LEARNING AND DEVELOPMENT	\$58.78
					Vendor Total:	\$58.78
DANIEL PARKER	TA 5/9-11/22	TRAVEL ADVANCE	\$45.00	10020210-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
DAVID KIRCH	BA FY 21/22	BOOT ALLOWANCE	\$150.00	20324100-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
DC ELECTRIC GROUP INC	431325	SIGNAL REPAIRS AIRPORT PARK BLVD	\$435.52	50024214-52100	CONTRACTUAL SERVICES	\$435.52
	431380	GOBBI & WAUGH PROGRAMMING SUPPORT	\$991.56	50924210-80230	INFRASTRUCTURE	\$991.56
					Vendor Total:	\$1,427.08
DELL MARKETING LP	10571979860	DELL PRECISION 7920 TOWER	\$4,087.25	80026400-54330	COMPUTER AND TECHNOLOGY	\$4,087.25
					Vendor Total:	\$4,087.25
DUSTIN BUTLER	TR 4/3-15/22	TRAVEL REIMBURSEMENT	\$3,208.23	80026110-57100	LEARNING AND DEVELOPMENT	\$3,208.23
					Vendor Total:	\$3,208.23

List of Checks Presented for Approval on 4/29/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EBA ENGINEERING	52641	FIRST QUARTER 2022 DETECTION MO	\$6,885.00	70024500-52100	CONTRACTUAL SERVICES	\$6,885.00
					Vendor Total:	\$6,885.00
ERIC RODELLO	TA 5/9-11/22	TRAVEL REIMBURSEMENT	\$45.00	10020210-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
FARWEST LINE SPECIALTIES LLC	355282	WRENCHES, DEMO DRIVER, ADAPTER	\$358.00	80026110-54100	SUPPLIES	\$358.00
					Vendor Total:	\$358.00
FEDERAL EXPRESS	7-725-77935	SHIPPING SERVICES	\$24.31	10020210-54101	POSTAGE	\$24.31
					Vendor Total:	\$24.31
FLEETPRIDE	98021808	NYLON TUBING	\$167.23	82027111-56300	BUILDING MAINT. & REPAIR	\$167.23
	97756320	GLADHAND SEAL	\$3.28	84027225-56130	EXTERNAL SERVICES	\$3.28
					Vendor Total:	\$170.51
FOTRONIC CORPORATION	0890226-IN	TELEDYNE FLIR C5 COMPACT THERM	\$2,046.08	80026200-54102	SMALL TOOLS	\$2,046.08
					Vendor Total:	\$2,046.08
GENERAL PACIFIC INC	1434517	INSULATION	\$60.97	80000000-12104	INVENTORY - PURCHASES	\$60.97
	1435117	H-TAP CONNECTORS, END CAPS	\$234.46	80000000-12104	INVENTORY - PURCHASES	\$234.46
	1432310	(CU-) PAD MOUNT, 500 KVA,	\$17,409.11	80000000-12104	INVENTORY - PURCHASES	\$17,409.11
					Vendor Total:	\$17,704.54
GHD INC	380-0009622	BIOLOGICAL MONITORING SVCS AT	\$1,732.00	10024210-52100	CONTRACTUAL SERVICES	\$1,732.00
	380-0008435	DOWNTOWN STREETSCAPE - UNDERGR	\$1,451.25	12024200-80230	INFRASTRUCTURE	\$1,375.91
				50924200-80230	INFRASTRUCTURE	\$75.34
	380-0009955	DOWNTOWN STREETSCAPE - UNDERGR	\$1,552.50	12024200-80230	INFRASTRUCTURE	\$1,471.90
				50924200-80230	INFRASTRUCTURE	\$80.60
					Vendor Total:	\$4,735.75
GRAINGER INC	9271159320	CORRECTION TAPE, PENS	\$134.67	10521210-54100	SUPPLIES	\$134.67
	9269454261	TRASH BAGS, DETERGENT, PENS	\$283.98	10521210-54100	SUPPLIES	\$283.98
	9269324175	BATTERIES AA, AAA, LAUNDRY DETERGENT	\$430.27	10521210-54100	SUPPLIES	\$430.27
					Vendor Total:	\$848.92
GRANITE CONSTRUCTION COMPANY	2215802	MISC ROCK & ROAD PATCH MATERIA	\$123.35	84027221-54100	SUPPLIES	\$123.35
					Vendor Total:	\$123.35

List of Checks Presented for Approval on 4/29/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GREATER UKIAH CHAMBER OF COMMERCE	1ST QTR TOT	TOT MEASURE X PERFORMANCE AGRE	\$28,300.52	10112700-52100	CONTRACTUAL SERVICES	\$28,300.52
					Vendor Total:	\$28,300.52
HOWARD INDUSTRIES C/O WRATHALL & KRUSI INC	54021-995740	PAD MOUNT 37.5 KVA, 12 KV, 240	\$20,213.73	80000000-12104	INVENTORY - PURCHASES	\$20,213.73
					Vendor Total:	\$20,213.73
HUBBELL POWER SYSTEMS INC	436843255	REPAIR ESTIMATE ON RFL9745, TR	\$1,135.05	80026220-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,135.05
					Vendor Total:	\$1,135.05
HUMBERTO VASQUEZ	4295	ENGRAVING PERPETUAL PLAQUES	\$312.15	63020210-54100	SUPPLIES	\$312.15
					Vendor Total:	\$312.15
HUNTERS SERVICES INC	296224	PEST CONTROL SERVICES	\$1,399.00	10022100-52100	CONTRACTUAL SERVICES	\$836.00
				20822500-52100	CONTRACTUAL SERVICES	\$258.00
				73022600-52100	CONTRACTUAL SERVICES	\$115.00
				80026210-52100	CONTRACTUAL SERVICES	\$60.00
				80026220-52100	CONTRACTUAL SERVICES	\$70.00
				80026400-52100	CONTRACTUAL SERVICES	\$60.00
					Vendor Total:	\$1,399.00
INDUSTRIAL SAFETY LLC	000111861	SAFETY VESTS, T-SHIRTS	\$691.00	10024620-54100	SUPPLIES	\$230.34
				82027114-54100	SUPPLIES	\$230.33
				84027221-54100	SUPPLIES	\$230.33
					Vendor Total:	\$691.00
INFOSEND INC	210327	UB PRINT & MAIL SERVICES	\$4,523.74	20513300-52100	CONTRACTUAL SERVICES	\$4,523.74
					Vendor Total:	\$4,523.74
ITS GROUP INC	1114169F	ABB ACS880 - 350HP/403A (VT)/2	\$34,400.00	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$34,400.00
	1114146F	ABB ACS880 - 350HP/403A (VT)/2	\$62,855.41	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$62,855.41
					Vendor Total:	\$97,255.41
JOHNSON CONTROLS FIRE PROTECTION LP	22854894	HALON SAFETY TEST/INSPECTION	\$699.18	20822500-56300	BUILDING MAINT. & REPAIR	\$699.18
					Vendor Total:	\$699.18

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
JOHNSON'S QUALITY TREE CARE AND LOGGING CO LLC	E6346	ARBORIST REPORT - VINE WOOD PARK	\$450.00	10022100-54100	SUPPLIES	\$450.00
					Vendor Total:	\$450.00
KIMBALL MIDWEST	9811637	EXTENED SHAFT DIE GRINDER	\$227.55	20824300-54100	SUPPLIES	\$227.55
					Vendor Total:	\$227.55
KP PUBLIC AFFAIRS LLC	42787	COMMUNITY OUTREACH PROF SVCS	\$10,000.00	20012300-52100	CONTRACTUAL SERVICES	\$10,000.00
					Vendor Total:	\$10,000.00
LIFE ASSIST INC	1199973	MISC. EMS SUPPLIES AS NEEDED	\$377.84	10521210-54107	EMS SUPPLIES	\$188.92
				71021100-54107	EMS SUPPLIES	\$188.92
					Vendor Total:	\$377.84
LYMAN GROUP INC	1778210	COPPER SULFATE LARGE CRYSTALS	\$1,159.66	83027330-58202	CHEMICALS	\$1,159.66
	1781405	PROPANE	\$31.45	20822500-56210	FUEL & FLUIDS	\$31.45
	1781356	PROPANE	\$36.22	20824300-56210	FUEL & FLUIDS	\$36.22
	1780767	PROPANE	\$69.67	84027225-56210	FUEL & FLUIDS	\$69.67
	1772943	#3074 OXADIAZON 2G LB - 2000 L	\$5,717.38	10022100-54100	SUPPLIES	\$5,717.38
					Vendor Total:	\$7,014.38
MARK PIPPIN	20799	BLACK VISORS	\$2,060.10	90000000-23256	SPECIAL EVENTS TRUST	\$2,060.10
	20800	50/50 HEAVYWEIGHT T-SHIRTS, AS	\$1,942.38	10022832-54100	SUPPLIES	\$1,942.38
					Vendor Total:	\$4,002.48
MAX OSWALD	TA 5/8-13/22	TRAVEL ADVANCE	\$732.13	10020210-57100	LEARNING AND DEVELOPMENT	\$732.13
					Vendor Total:	\$732.13
MENDOCINO COUNTY INFORMATION SERVICES DIVISION	202110-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	202111-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	202112-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20217-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20218-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20219-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20221-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDOCINO COUNTY INFORMATION SERVICES DIVISION	20222-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20223-4	SLA/MAINTENANCE AGREEMENT FY 2	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	Vendor Total:					\$4,725.00
MICHAEL J MORRIS	INV-12342	RECDESK ANNUAL SUBSCRIPTION 4/	\$4,600.00	10022810-54320	SOFTWARE	\$3,000.00
				20822500-54320	SOFTWARE	\$1,600.00
				Vendor Total:		
MINTIER HARNISH LP	UKIAHGPU-27	GPU, EIR & ADVANCED PLANNING S	\$8,743.71	31523100-52100	CONTRACTUAL SERVICES	\$8,743.71
	UKIAHGPU-26	GPU, EIR & ADVANCED PLANNING S	\$24,557.50	31523100-52100	CONTRACTUAL SERVICES	\$24,557.50
	Vendor Total:					\$33,301.21
MITCHS CERTIFIED CLASSES	20 1738	REGISTRATION - J EDDIE	\$750.00	82027114-57100	LEARNING AND DEVELOPMENT	\$750.00
					Vendor Total:	
NOR-CAL RECYCLED ROCK & AGGREGATES INC	15291	MISC ROCK & ROAD PATCH MATERIA	\$1,356.29	10024620-54124	PW - CONCRETE/ SUPPLIES	\$1,356.29
	15171	MISC ROCK & ROAD PATCH MATERIA	\$56.20	10024620-54120	PW - SPECIAL SUPPLIES	\$56.20
	Vendor Total:					\$1,412.49
NORTH COAST OPPORTUNITIES, INC	MAR 22	URBAN GREEN PHASE 4 PROJECT MA	\$7,637.50	51124210-80230	INFRASTRUCTURE	\$7,637.50
					Vendor Total:	
O'CONNOR THOMPSON MCDONOUGH KLOTSCH LLP	5113	LEGAL SERVICES - MUSEUM ROOF P	\$8,113.09	20822500-80220	BUILDING IMPROVEMENTS	\$8,113.09
					Vendor Total:	
OLIN CORPORATION	3000095990	LIQUID SODIUM HYPOCHLORITE FY2	\$5,852.08	84027225-58202	CHEMICALS	\$5,852.08
					Vendor Total:	
ONE TIME PAY VENDOR	67060-4 3	ENERGY REBATE - DIANA REDWING	\$5.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$5.00
	51926-4 1	ENERGY REBATE - DAVE BROWN	\$1,000.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$1,000.00
	DV032122	RENTAL REFUND - THE FORD STREET PROJECT	\$350.00	10022100-46350	PLAZA RENTAL	\$350.00
	126812-7	UTILITY REFUND - PATTY MCMILLEN	\$15.52	90100000-10421	UTILITY RECEIVABLES CLEARING	\$15.52
Vendor Total:					\$1,370.52	

List of Checks Presented for Approval on 4/29/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OWEN EQUIPMENT SALES	00056052	ROTARY MOWER, TRACKED, 44", 35	\$43,661.34	10022100-80100	MACHINERY & EQUIPMENT	\$4,875.20
				10024221-80100	MACHINERY & EQUIPMENT	\$4,802.75
				70024500-80100	MACHINERY & EQUIPMENT	\$11,279.49
				82227113-80100	MACHINERY & EQUIPMENT	\$11,351.95
				84027225-80100	MACHINERY & EQUIPMENT	\$11,351.95
				Vendor Total:		\$43,661.34
PACE SUPPLY CORPORATION	027542756	MISC. ITEMS AS NEEDED	\$6.66	82027111-56300	BUILDING MAINT. & REPAIR	\$6.66
	027626318	MISC. ITEMS AS NEEDED	\$139.30	82027111-56300	BUILDING MAINT. & REPAIR	\$139.30
	027629731	MISC. ITEMS AS NEEDED	\$158.51	82000000-12104	INVENTORY - PURCHASES	\$158.51
	027653645-1	(B-225) BUSHING, BRASS 2" X 3/	\$586.83	82000000-12104	INVENTORY - PURCHASES	\$586.83
	027550060	(CV-12R) B12 LID CONCRETE W/CI	\$1,945.42	82000000-12104	INVENTORY - PURCHASES	\$1,945.42
	027653645	(B-225) BUSHING, BRASS 2" X 3/	\$2,011.24	82000000-12104	INVENTORY - PURCHASES	\$2,011.24
	027288700-4	(AD-80) ADAPTER, METAL-PVC (SC	\$6,532.50	82000000-12104	INVENTORY - PURCHASES	\$6,532.50
	027661963	MISC. ITEMS AS NEEDED	\$112.87	82027114-54100	SUPPLIES	\$112.87
	027664217	MISC. ITEMS AS NEEDED	\$132.45	82027114-54100	SUPPLIES	\$132.45
	027480094	MISC. ITEMS AS NEEDED	\$656.44	84027221-54100	SUPPLIES	\$656.44
Vendor Total:		\$12,282.22				
PAYMENTUS GROUP INC	INV-15-121780	CREDIT CARD PROCESSING SERVICE	\$5,099.50	20513300-52100	CONTRACTUAL SERVICES	\$5,099.50
Vendor Total:		\$5,099.50				
PETERSON POWER SYSTEMS INC	PC060173667	BATTERY, CORE DEPOSIT	\$126.98	10022100-56130	EXTERNAL SERVICES	\$126.98
	PC060173796	BULK HOSE	\$52.64	10521210-56130	EXTERNAL SERVICES	\$52.64
	PC270049948	ELEMENT FUEL, FILTER, AIR FILTER	\$197.60	84027221-56130	EXTERNAL SERVICES	\$197.60
Vendor Total:		\$377.22				
PG&E CO	6833-2 MAR 22	PACIFIC GAS & ELECTRIC	\$526.10	10521210-55210	UTILITIES	\$526.10
	8716-1 MAR 22	PACIFIC GAS & ELECTRIC	\$322.59	82027111-55210	UTILITIES	\$322.59
Vendor Total:		\$848.69				
RAY C STARKEY	1004462	SHIRTS - W&S DEPT	\$169.80	82027114-54100	SUPPLIES	\$169.80
Vendor Total:		\$169.80				
REDWOOD COAST FUELS	4176844	CARDLOCK FUEL PURCHASES	\$599.29	20824300-56210	FUEL & FLUIDS	\$599.29

List of Checks Presented for Approval on 4/29/2022

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	4176211	CARDLOCK FUEL PURCHASES	\$1,436.58	20824300-56210	FUEL & FLUIDS	\$1,436.58
					Vendor Total:	\$2,035.87
RICHARD ANDERSON	220403-1	AGREEMENT FOR PROF. SVC'S FOR W	\$9,450.00	20913900-52100	CONTRACTUAL SERVICES	\$9,450.00
					Vendor Total:	\$9,450.00
RICHARD STEVEN AHL TRUST	P-708	SEWER LATERAL - REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
RICHARD THORNTON	0000013844	TELEPHONE PRODUCTS & SERVICES	\$125.00	82027114-52100	CONTRACTUAL SERVICES	\$125.00
	0000013831	TELEPHONE PRODUCTS & SERVICES	\$312.50	20413500-55100	TELEPHONE	\$312.50
					Vendor Total:	\$437.50
RINO PACIFIC	CL37056	FUEL CARD CHARGES AS NEEDED	\$4,367.77	10020210-56210	FUEL & FLUIDS	\$4,367.77
	CL37033	FUEL CARD CHARGES AS NEEDED	\$2,786.51	10521210-56210	FUEL & FLUIDS	\$2,786.51
					Vendor Total:	\$7,154.28
ROBERT RAMSEIER	TR 4/11-13/22	TRAVEL REIMBURSEMENT	\$135.49	10521210-57100	LEARNING AND DEVELOPMENT	\$135.49
	TA 5/10-12/22	TRAVEL ADVANCE	\$733.07	10521210-57100	LEARNING AND DEVELOPMENT	\$733.07
					Vendor Total:	\$868.56
ROBERT TRIPATHI	041122	CONSULTING WORK RELATED TO LAN	\$900.00	10022100-52100	CONTRACTUAL SERVICES	\$900.00
					Vendor Total:	\$900.00
RONALD ROYSUM	030422	CONFINED SPACE CLASS, 4-DAY TR	\$5,600.00	10521210-57100	LEARNING AND DEVELOPMENT	\$5,600.00
	RS 2243	CONFINED SPACE RESCUE TRAINING	\$3,600.00	82027111-57100	LEARNING AND DEVELOPMENT	\$3,600.00
	RS 2244	CONFINED SPACE RESCUE TRAINING	\$3,800.00	82027114-57100	LEARNING AND DEVELOPMENT	\$300.00
				84027221-57100	LEARNING AND DEVELOPMENT	\$300.00
				84027225-57100	LEARNING AND DEVELOPMENT	\$3,200.00
					Vendor Total:	\$13,000.00
RYAN NELSON	DV042722	REIMBURSEMENT - STATE FIRE TRAINING	\$100.00	10521210-57100	LEARNING AND DEVELOPMENT	\$100.00
	TA 5/10-12/22	TRAVEL ADVANCE	\$698.10	10521210-57100	LEARNING AND DEVELOPMENT	\$698.10
					Vendor Total:	\$798.10

List of Checks Presented for Approval on 4/29/2022

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RYAN PROCESS INC	2204020-INV	MODEL 1421A VACUUM FEED CHEMIC	\$7,087.72	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$7,087.72
					Vendor Total:	\$7,087.72
SARAH NISPURUK	TA 5/8-13/22	TRAVEL ADVANCE	\$1,211.56	20620231-57100	LEARNING AND DEVELOPMENT	\$648.56
				20620232-57100	LEARNING AND DEVELOPMENT	\$563.00
					Vendor Total:	\$1,211.56
SNAP-ON INDUSTRIAL	ARV/52574819	7/16IN ADPT 1/2IN	\$51.74	20324100-54102	SMALL TOOLS	\$51.74
					Vendor Total:	\$51.74
SONSRAY MACHINERY LLC	PSO017271-1	BELT SAFETY	\$385.24	84027221-56130	EXTERNAL SERVICES	\$385.24
					Vendor Total:	\$385.24
STATE WATER RESOURCES CONTROL BOARD	DV042122	REGISTRATION - A VARGAS	\$230.00	84027225-57100	LEARNING AND DEVELOPMENT	\$230.00
					Vendor Total:	\$230.00
STEPHANIE ABBA	JAN 22	MILEAGE REIMBURSEMENT	\$20.59	10521210-56130	EXTERNAL SERVICES	\$20.59
	DEC 21	MILEAGE REIMBURSEMENT	\$21.50	10521210-56130	EXTERNAL SERVICES	\$21.50
	FEB 22	MILEAGE REIMBURSEMENT	\$28.08	10521210-56130	EXTERNAL SERVICES	\$28.08
	MAR 22	MILEAGE REIMBURSEMENT	\$39.31	10521210-56130	EXTERNAL SERVICES	\$39.31
					Vendor Total:	\$109.48
STEVEN ENGINEERING INC	2686949-01	WWTP SUPPLIES	\$271.89	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$271.89
	2686949-00	WWTP SUPPLIES	\$818.54	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$818.54
					Vendor Total:	\$1,090.43
TASC	IN2311570	FSA ADMIN FEES, RENEWAL FEES	\$166.32	20016100-52151	EMPLOYEE BENEFIT ADMIN FEES	\$166.32
					Vendor Total:	\$166.32
THOMAS & ASSOCIATES	32711	VX136-140 PUMP LOBE KIT NBR, H	\$5,737.88	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5,737.88
					Vendor Total:	\$5,737.88
TUFTS POLYGRAPH & INVESTIGATION	2022-692(A)	POLYGRAPH & INVESTIGATION SERV	\$800.00	10521210-54161	BACKGROUND & PHYSICALS	\$800.00
					Vendor Total:	\$800.00

List of Checks Presented for Approval on 4/29/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH MAIN STREET PROGRAM	1ST QTR 2022	1ST QTR 2022 DOWNTOWN IMPROVEMENT	\$11,506.33	31212600-52100	CONTRACTUAL SERVICES	(\$2,451.08)
				31212600-52100	CONTRACTUAL SERVICES	\$13,957.41
				Vendor Total:		\$11,506.33
UKIAH VALLEY SANITATION DIST	58070 MAR 22	SEWER - 432 OBSERVATORY AVE	\$53.47	10022100-55210	UTILITIES	\$53.47
	104613 MAR 22	SEWER - LOW GAP RD	\$53.47	10022100-55210	UTILITIES	\$53.47
	81411 MAR 22	SEWER - 1500 S STATE ST	\$77.52	10521210-55210	UTILITIES	\$77.52
	90558 MAR 22	SEWER - 141 LOVERS LN	\$93.07	10521210-55210	UTILITIES	\$93.07
	89690 MAR 22	SEWER - 1640 S STATE ST	\$87.21	31122000-55210	UTILITIES	\$87.21
	113354 MAR 22	SEWER - 1350 HASTINGS RD	\$53.47	80026400-55210	UTILITIES	\$53.47
	Vendor Total:		\$418.21			
UNITED SITE SERVICES	114-13004412	PORTABLE TOILET RENTAL	\$194.80	10022100-52100	CONTRACTUAL SERVICES	\$194.80
	114-13004413	PORTABLE TOILET RENTAL	\$194.80	10022100-52100	CONTRACTUAL SERVICES	\$194.80
	114-13004414	PORTABLE TOILET RENTAL	\$157.26	80026220-52100	CONTRACTUAL SERVICES	\$157.26
	Vendor Total:		\$546.86			
UPS	0000E19R54142	SHIPPING SERVICES	\$89.04	80026220-54100	SUPPLIES	\$89.04
Vendor Total:		\$89.04				
US CELLULAR	0500964472	CELL PHONES	\$650.97	10024620-55100	TELEPHONE	\$30.92
				80026400-55100	TELEPHONE	\$61.43
				80026400-55100	TELEPHONE	\$108.93
				82027110-55100	TELEPHONE	\$58.46
				82027111-55100	TELEPHONE	\$207.84
				84027221-55100	TELEPHONE	\$58.46
				84027225-55100	TELEPHONE	\$124.93
				Vendor Total:		\$650.97
VISION METERING LLC	206248	VISION ST METER, FORM 2S, 240V	\$2,500.00	90000000-20210	BASIC TAX 7.5%	(\$213.00)
				80026200-54100	SUPPLIES	\$213.00
				80026200-54100	SUPPLIES	\$2,500.00
	206917	(M-9-S) ALPHA FM9S CL20 TYPE A	\$4,775.00	90000000-20210	BASIC TAX 7.5%	(\$399.38)

List of Checks Presented for Approval on 4/29/2022

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VISION METERING LLC	206917	(M-9-S) ALPHA FM9S CL20 TYPE A	\$4,775.00	80000000-12104	INVENTORY - PURCHASES	\$399.38
				80000000-12104	INVENTORY - PURCHASES	\$4,775.00
				Vendor Total:		\$7,275.00
WAGNER & BONSIGNORE	04-22-743	ENG SVCS FOR WATER RIGHT PERMI	\$2,504.25	82027110-52100	CONTRACTUAL SERVICES	\$2,504.25
				Vendor Total:		\$2,504.25
WAXIE SANITARY SUPPLY	80821853	KLEEN LINE MULTIFOLD TOWEL PAR	\$115.17	20012200-54100	SUPPLIES	\$115.17
	80804548	KLEEN LINE MULTIFOLD TOWEL PAR	\$1,236.84	20012200-54100	SUPPLIES	\$1,236.84
	Vendor Total:		\$1,352.01			
WESCO DISTRIBUTION INC	175872	(CU-----)X 4) PAD MOUNT, 37.5	\$3,239.03	80000000-12104	INVENTORY - PURCHASES	\$3,239.03
				Vendor Total:		\$3,239.03
XEROX CORP	016019770	COPIER LEASE - SEE ADD'L DESCR	\$148.95	10022700-52100	CONTRACTUAL SERVICES	\$148.95
	016019769	COPIER LEASE - SEE ADD'L DESCR	\$160.65	10020210-54500	EQUIP RENTS AND LEASES	\$112.46
				20620231-54500	EQUIP RENTS AND LEASES	\$32.13
				64020213-54500	EQUIP RENTS AND LEASES	\$16.06
	016019780	COPIER LEASE - SEE ADD'L DESCR	\$166.78	10521210-54500	EQUIP RENTS AND LEASES	\$166.78
	Vendor Total:		\$476.38			
INVOICE TOTAL:					\$449,460.64	



AGENDA SUMMARY REPORT

SUBJECT: Adoption of Resolution of the City Council Reconsidering the Circumstances of the State of Emergency and Implementing Teleconferencing Requirements for City Council and Board and Commission Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

DEPARTMENT: City Attorney

PREPARED BY: Darcy Vaughn, Assistant City Attorney

PRESENTER: Consent Calendar

ATTACHMENTS:

1. AB 361 Findings Reconsideration for All Legislative Bodies

Summary: The City Council will consider adopting a resolution reconsidering the circumstances of the state of emergency and implementing teleconferencing requirements for public meetings of the Council and all City Commissions and Boards during the current state of emergency due to the COVID-19 pandemic.

Background: The City Council is being asked to consider adopting a resolution authorizing continued remote meetings of the Council and its subordinate legislative bodies due to the imminent risk to the health and safety of attendees due to possible transmission of COVID-19 and the recent spread of variants. The current County health orders strongly recommends masking in all indoor facilities due to health and safety concerns. COVID-19 is highly transmissible in indoor settings and requires multi-component prevention strategies to reduce its spread. The California Department of Public Health is currently investigating the length of vaccine protection. The Center for Disease Control and Prevention recommends avoiding indoor spaces that do not offer fresh air from the outdoors as much as possible. Returning to meeting in the Council Chambers or smaller conference rooms means being in an enclosed space for meetings that commonly last for one to five hours and would seem to create additional exposure for participants to a possible transmission of the virus.

The Ralph M. Brown Act ("Brown Act") requires that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings. The Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so, including allowing public access to that location. On March 17, 2020, in order to address the need for public meetings during the COVID-19 pandemic, Governor Newsom issued Executive Order No. N-29-20, temporarily suspending the Brown Act's teleconferencing requirements, Executive Order No. N-8-2 then continued the suspension of the Brown Act's teleconferencing requirements from June 11, 2021 through September 30, 2021. These Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met.

The State Legislature amended the Brown Act through Assembly Bill No. 361 ("AB 361") on September 16, 2021. As with the Executive Orders, AB 361 requires that certain notice and accessibility requirements continue to be met for holding virtual public meetings. In addition, AB 361 states that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Brown Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

As such, Staff recommends that the Council reconsider the circumstances of the state of emergency, and make findings regarding the state of emergency by adopting the Resolution Implementing Teleconferencing

Requirements for City Council and Board and Commission Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic ("Resolution") attached here as Attachment 1.

Discussion: AB 361, codified in part in Government Code § 54953, allows a local agency legislative body to hold a public meeting utilizing teleconferencing without giving public access to a teleconference location but allowing public comment virtually if the Governor has proclaimed a State of Emergency and any of the following circumstances also apply:

1. State or local officials have imposed or recommended measures to promote social distancing.
2. The meeting is being held for the purposes of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. The legislative body has determined that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

As amended by AB 361, Government Code § 54953(e)(3) requires cities that are conducting public meetings via teleconferencing during a declared State of Emergency to make findings, within 30 days of the first virtual meeting after AB361 going into effect, and every 30 days thereafter, that the legislative body has reconsidered the circumstances of the state of emergency and either 1) the emergency continues to impact the ability to meet safely in person, and/or 2) State or local officials continue to impose or recommend social distancing.

Council adopted these findings at their April 20, 2022 meeting. The Council must now adopt, via this Resolution (Attachment 1), the findings that confirm the circumstances of the state of emergency and justify holding public meetings of the Council and all subordinate commissions, boards, and committees utilizing teleconferencing and allowing public comment virtually, pursuant to Government Code § 54953(e)(3).

Given recent modifications to the health order, Staff is currently utilizing and fine-tuning a hybrid meeting option that allows for in-person and remote participation in an effort to accommodate all needs and choices. Staff will be working with the Mayor to coordinate continued implementation.

Recommended Action: Adopt a Resolution of the City Council Reconsidering the Circumstances of the State of Emergency and Implementing Teleconferencing Requirements for City Council and Board and Commission Meetings during a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: City Clerk

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2022-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH IMPLEMENTING
TELECONFERENCING REQUIREMENTS FOR CITY COUNCIL AND BOARD AND
COMMISSION MEETINGS DURING A PROCLAIMED STATE OF EMERGENCY DUE TO THE
COVID-19 PANDEMIC**

WHEREAS:

1. The City of Ukiah is committed to preserving and nurturing public access and participation in meetings of the City Council and its Boards and Commissions; and
2. All meetings of City's legislative bodies are open and public, as required by the Ralph M. Brown Act, so that any member of the public may attend, participate, and watch the City's legislative bodies conduct their business;
3. The Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so; and
4. On March 17, 2020, in order to address the need for public meetings during the present public health emergency, i.e. the COVID-19 Pandemic, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and
5. On June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and
6. The State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and
7. AB 361, codified in part at Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and
8. Such conditions now exist in the City, specifically, the Governor has proclaimed a state of emergency exists for the state of California due to the conditions caused by the COVID-19 pandemic and the impact on the health and safety of its residents; and
9. The Delta variant is highly transmissible in indoor spaces, the California Department of Public Health is currently investigating how long vaccine protection lasts, and the Center for Disease Control and Prevention recommends avoiding indoor spaces that do not offer fresh air from the outdoors;
10. Current County health orders impose or measures to promote social distancing due to health and safety concerns; and

11. In accordance with Assembly Bill 361, the City Council does hereby find that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees and the Council desires to authorize continued remote teleconferenced meetings of its legislative bodies; and
12. As a consequence of the local emergency, the City Council does hereby find that the legislative bodies of the City shall conduct their meetings without compliance with Government Code § 54953(b)(3), as authorized by § 54953(e), and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in § 54953(e)(2); and
13. The City has taken measures to conduct public meetings via virtual tools that allow members of its legislative bodies and members of the public to join and participate in meetings remotely and provide public testimony in the virtual environment and via teleconference.

NOW, THEREFORE, the City Council for the City of Ukiah hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference; and
2. The Governor of the State of California issued a Proclamation of State of Emergency, which remains in effect; and
3. County of Mendocino officials have imposed or recommended measures to promote social distancing; and
4. Meeting in person would present imminent risk to the health or safety of attendees; and
5. The City Council of the City of Ukiah has reconsidered the circumstances of the State of Emergency, and finds that:
 - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the legislative bodies of the City of Ukiah, their staff, and members of the public to meet safely in person; and
 - b. State and County officials continue to impose or recommend measures to promote social distancing.
6. The City Manager or his designee and the legislative bodies of the City of Ukiah are authorized to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code § 54953; and
7. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) June 17th, 2022, or (ii) such time the City Council adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the City may continue to teleconference without compliance with paragraph (3) of subdivision (b) of § 54953(b)(3).

PASSED AND ADOPTED this 18th day of May, 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Consideration of Adoption of Resolution Approving Records Destruction for the Community Services and Human Resources/Risk Management Departments.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Kristine Lawler, City Clerk

ATTACHMENTS:

1. Proposed Resolution with Exhibit A

Summary: The Community Services and Human Resources departments, along with the City Attorney and City Clerk, have reviewed records that have been identified as being ready for destruction. Council is being asked to approve their destruction.

Background: City of Ukiah's Records Retention Guidelines were constructed based on the State of California's recommended retention schedule and various government regulations, as well as recommendations from the City's departments. The Community Services and Human Resources/Risk Management departments, along with the City Attorney and City Clerk, have reviewed the Transfer Notices for 41 boxes that are due for destruction per the Guidelines, and have approved them for shredding.

Discussion: The estimated cost for shredding 41 boxes is \$380. The City Clerk budget includes funds for annual records destruction and no budget amendment is necessary at this time.

Staff recommends that Council adopt the resolution (Attachment 1), authorizing the destruction of 41 boxes of outdated documents, listed in full and attached as Exhibit A to the resolution

Recommended Action: Adopt resolution authorizing the destruction of outdated documents for the Community Services and Human Resource/Risk Management departments.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$1,500

PROPOSED BUDGET AMOUNT: \$380

FINANCING SOURCE: 20012500.52100 - City Clerk Contracted Services

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Neil Davis, Community Services Director and Sheri Mannion, Human Resources Director/Risk Manager

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2022-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS

WHEREAS, the Community Services and Human Resources departments, along with the City Attorney and City Clerk have reviewed and approved the list of records that are attached as Exhibit A, and determined that said records are no longer necessary and may at this time be destroyed.

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council hereby approves the destruction of certain records, contained in Exhibit A of this Resolution, and authorizes the City Clerk to destroy the records.

PASSED AND ADOPTED this 18th day of May, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk

CITY OF UKIAH RECORDS DESTRUCTION NOTICE

Date: 4/5/22	Department: Community Services
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Current retention schedules show that the attached records listed are now ready for review for records destruction.

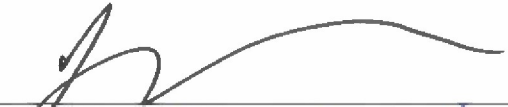
Instructions:

1. Review the attached listing (*if needed, you may obtain a copy of the retention guidelines from City Clerk*)
2. If only a portion of the box is to be kept, remove it and start a new box with a new transfer notice; Follow normal retention box submission instructions, which can be obtained from City Clerk if needed.
3. If the entire box is to be kept, change the date/year to consider destruction on the attached list, and give back to the City Clerk.
4. For boxes that are okay to proceed with destruction, obtain Department Head's signature and return this notice, along with the attached list to the City Clerk.

NOTE: Please keep in mind that we only have a set number of box storage locations. Only keep records past their retention deadline if it is necessary.

Thank you for your cooperation in keeping our records management system working smoothly.

Kristine Lawler, City Clerk

	DATE	SIGNATURE
Department Head	5/4/22	
City Clerk	5/4/22	
City Attorney	May 4, 2022	<u>Darcy Vaughn</u> Darcy Vaughn (May 4, 2022 12:53 PDT)
City Council		
Destroyed		

COMMUNITY SERVICES

CONTAINER	SHELF	LOCATION	BOX #	Date Rec'd	Con / Pub	Central File #	RECORD TITLE	RECORD DATES	RETAIN UNTIL	USER/SENDER	DEPARTMENT	COMMENT
1	a	18	4774	12/20/2017	Con		Class Registrations	2008-2013	2020	Marianne Davison	Community Services	
1	a	23	00472	1/13/2020	Pub	509.03	Liability Insurance Forms	12/01/19-12/31/19	2022	McKayla Taylor	Community Services	
1	a	31	4775	12/20/2017	Con		Class Registrations	2013-2016	2020	Marianne Davison	Community Services	
1	a	32	4776	12/20/2017	Con		Class Registrations	2008-2013	2020	Marianne Davison	Community Services	
1	a	34	00475		con	509.14	Schedules, Classes and Events	01/01/17-12/31/17	2022	Mikki Taylor	Community Services	
1	b	78	474		Con	509.03	Liability Insurance Forms	01/01/12-12/31/19	2021	Mikki Taylor	Community Services	
1	b	81	3498		Con		Miscellaneous Recreation Files	2002 - 2003	2022	Merz	Community Services	
1	c	99	464	1/13/2020	Pub	509.14	Schedules, Classes and Events	10/01/13-12/31/18	2021	McKayla Taylor	Community Services	
1	c	102	3502		Con		Miscellaneous Recreation Files	2001 - 2002	2021	Merz	Community Services	
1	c	103	3503		Con		Miscellaneous Recreation Files	1999 - 2003	2022	Merz	Community Services	
1	c	120	467	1/13/2020	Pub	509.14	Schedules, Classes and Events	01/01/15-08/30/18	2021	McKayla Taylor	Community Services	
1	d	130	4795	10/19/2018	Pub		Maintenance and Operations	1998-2012	2022	Maya Simerson	Community Services	RDA / Golf Course
1	d	131	00463	1/13/2020	Pub	509.14	Schedules, Classes and Events	12/1/18-01/30/19	2022	McKayla Taylor	Community Services	
1	d	142	4705	4/27/2018	Con		Liability Insurance Forms	2017-2018	2020	Daniel Spence	Community Services	Ice Rink
1	d	143	4706	4/27/2018	Con		Liability Insurance Forms	2017-2018	2020	Daniel Spence	Community Services	Ice Rink
1	d	145	4707	4/27/2018	Con		Liability Insurance Forms	2017-2018	2020	Daniel Spence	Community Services	Ice Rink
1	g	267	465	1/13/2020	Pub	509.14	Schedules, Classes and Events	01/01/17-12/31/18	2021	McKayla Taylor	Community Services	
1	g	282	3431		Pub		Recreation Binders	2001 - 2002	2021	Maya Simerson	Community Services	
1	g	283	3432		Pub		Recreation Binders	1997 - 2001	2020	Maya Simerson	Community Services	
1	h	295	468	1/13/2020	Pub	509.14	Schedules, Classes and Events	01/01/18-12/31/18	2021	McKayla Taylor	Community Services	
1	h	297	469	1/13/2020	Pub	509.14	Schedules, Classes and Events	10/01/15-08/30/17	2020	McKayla Taylor	Community Services	
1	h	301	470	1/13/2020	Pub	509.14	Schedules, Classes and Events	01/01/09-08/30/17	2020	McKayla Taylor	Community Services	
2	j	397	108	1/30/2019	Con		Schedules, Classes and Events	1/1/17-12/31/17	2020	Julie Whiteaker	Community Services	Adult Softball
2	l	492	3867	6/21/2010	Con		Sports Registrations	2006-2006	2021	Merz	Community Services	
2	l	494	3868	6/21/2010			Youth Basketball 2006-07Forms&Files	2006-07	2021	Merz	Community Services	
2	n	569	3437		Pub		Recreation Sports and Class Binders	2002 - 2003	2021	Maya Simerson	Community Services	
2	r	756	3235		Pub		Various Files	1999 - 2002	2020	Jake Burgess	Community Services	
	w	931	4662	3/16/2017	Pub		Multiple*	2010 - 2015	2019 mixed	Julie Webb	Community Services	* Personnel Records/ Facility Rentals & Use
3	w	950	4362	9/2/2014	Con		Schedules, Classes and Events	4/1/02-9/25/02	2020	Rilee Dockins	Community Services	
3	x	992	106	1/3/2019	Con		Schedules, Classes and Events	1/1/18-12/31/18	2021	Marianne Davison	Community Services	A
3	y	1011	2487		Con		Swim Lesson Registration Forms	6/25/1905	2022	Wright	Community Services	
3	y	1014	2490		Pub		Pool Records	6/24/1905	2021	Wright	Community Services	
3	y	1015	2491		Pub		Pool Records	6/23/1905	2020	Wright	Community Services	
3	y	1038	2514		Pub		Softball, Youth Basketball	1999 - 2002	2021	Wright	Community Services	
3	y	1046	518	8/29/2017	con		Schedules, Classes and Events	1/1/13-12/31/14	2020	Marianne Davison	Community Services	
3	aa	1134	103	1/3/2019	Con		Schedules, Classes and Events	1/1/16-1/31/18	2021	Marianne Davison	Community Services	D
4	ee	1271	00655	8/5/2021		501.04	Personnel Records	1/1/19-12/31/16	2019	Kristine Lawler	Community Services	Clerk submitted in lieu of missing notice

Date 12/20/2017	Department (from Records Retention Schedule) Community Services	User/Sender (first and last) Marianne Davison	Location 18	Box 4774
Official Record Title (from Records Retention Schedule) Class Registrations Personnel (Employee Files/Documents)		Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2008 to 2013	
Date/Year to consider destruction 12/2019 2020		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU+2	
Detailed Listing of Tote Box Contents (<u>Please type only</u>): Summer Safari & Pool Personnel Files – (2008-2013) Receipt Books – 3/2016-8/2016				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number) 3. Email klawler@cityofukiah.com notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Location: 1a23

Box: 00472

509.03

Title *(from Records Retention Schedule)*: Liability Insurance Forms

Dates of Contents: December 2019

Detailed Listing of Contents:

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

Ukiah on Ice Liability Forms 2019

RECORDS TRANSFER NOTICE

Date 10/30/2006	Department Payroll (Finance)	User/Sender <i>McKayla Taylor</i> Elizabeth MacFarland	Location <i>23</i> 283	Box <i>3416</i>				
Record Title (From Records Retention Schedule) FEATURE DISTRIBUTION		Records are Public Information _____ or Confidential <u>XX</u>	Record Dates: Month/Year Month/Year From: MAY 2006 To: JUNE 2006					
Year to consider destruction December 2031		Permanent? Yes _____ No <u>XX</u>	Retention Period: 25 YEARS					
Detailed listing of box contents: <table> <tr> <td>FEATURE DISTRIBUTION</td> <td>MAY 2006</td> </tr> <tr> <td>FEATURE DISTRIBUTION</td> <td>JUNE 2006</td> </tr> </table>					FEATURE DISTRIBUTION	MAY 2006	FEATURE DISTRIBUTION	JUNE 2006
FEATURE DISTRIBUTION	MAY 2006							
FEATURE DISTRIBUTION	JUNE 2006							
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email marieu@cityofukiah.com notification box is ready for pickup								

RECORDS TRANSFER NOTICE

Date 12/20/2017	Department (from Records Retention Schedule) Community Services	User/Sender (first and last) Marianne Davison	Location 31	Box 4775
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Official Record Title (from Records Retention Schedule) Class Registrations Personnel (Employee Files/Documents)	Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2013 to 2016
Date/Year to consider destruction 12/2019 2020	Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU+2

Detailed Listing of Tote Box Contents (Please type only):

Summer Safari Personnel Files (2007-2008)

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

RECORDS TRANSFER NOTICE

Date 12/20/2017	Department (from Records Retention Schedule) Community Services	User/Sender (first and last) Marianne Davison	Location 32	Box 4776
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Official Record Title (from Records Retention Schedule) Class Registrations Personnel (Employee Files/Documents)	Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2008 to 2013
Date/Year to consider destruction 4/2/2019 ~ 2020	Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU+2

Detailed Listing of Tote Box Contents (Please type only):

Summer Safari & Pool Personnel Files – (2008-2013)

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

RECORDS TRANSFER NOTICE

Location: 1a 34

Box: 00475

Title *(from Records Retention Schedule):* **509.14 Schedules, Classes, and Small Events**

Detailed Listing of Contents:

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

1/1/17 - 12/31/17

Community Services

RECORDS TRANSFER NOTICE

Location: 1a34

Box: 00157

Title: 716.01 Bids, RFQs, RFPs - Successful

Detailed Listing of Contents:

June 2006 through August 2007 Request for Bids

Community Services 2022
2021

RECORDS TRANSFER NOTICE

Location: 1678

Box: 00414

509.03 Ins. Forms

Title (from Records Retention Schedule): **Schedules, Liability Releases, Events**

Dates of Contents: 2012-2019

Detailed Listing of Contents:

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

Returned Checks 2012-2017

Volunteers 2015-2016

PRGC 2016

Scholarships 2017-2019

Nco Daycamp-2017

Daycamp Employee Cards- 2017

Unknown Insurance 2017

RECORDS TRANSFER NOTICE

Date 7/20/07	Department Community Services	User/Sender (first and last) Katie Merz	Location 81	Box 3498
Official Record Title (from Records Retention Schedule) Misc. Recreation Files		Records are: Confidential	Record Dates FROM 2002 To 2003	
Date/Year to consider destruction: 2022		Permanent? No	Retention Period (from Records Retention Schedule) 19 years	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): <u>2002-2003</u> • Basketball forms • Rec Class Reg Forms • Softball Reg Forms				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email lindab@cityofukiah notification box is ready for pickup				

Con
2021

RECORDS TRANSFER NOTICE

Community Services

Location: 1C99

Box: 00464

509.14

Title *(from Records Retention Schedule)*: Classes, Schedules, Events

Dates of Contents: October 2013-December 2018

Detailed Listing of Contents:

Rec Guide WS 2019 – Class Proposals and Ads

PumpkinFest Baking Contests 2013-2017

Moonlight Movie Madness 2016 – Sponsors, Purchases

All American Picnic 2016 – Sponsors, Purchases

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

RECORDS TRANSFER NOTICE

Date 7/24/07	Department Community Services	User/Sender (first and last) Katie Merz	Location 102	Box 3502
Official Record Title (from Records Retention Schedule) Misc. Recreation Files		Records are: Confidential	Record Dates FROM 2001 To 2002	
Date/Year to consider destruction: 2021		Permanent? No	Retention Period (from Records Retention Schedule) 19 years	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): <u>2001</u> • Recreation Classes • Registration Forms • Instructor Payments <u>2002</u> • Recreation Classes • Registration Forms • Instructor Payments				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email lindab@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Date 7/24/07	Department Community Services	User/Sender (first and last) Katie Merz	Location 103	Box 3503
Official Record Title (from Records Retention Schedule) Misc. Recreation Files		Records are: Confidential	Record Dates FROM 1999 To 2003	
Date/Year to consider destruction: 2022		Permanent? No	Retention Period (from Records Retention Schedule) 19 years	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): Misc. files from 1999-2003 For Rec Classes Basketball Forms 2003-2004				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email lindab@cityofukiah notification box is ready for pickup				

Con
2021

RECORDS TRANSFER NOTICE

Community Services

Location: 1C120

Box: 00467

509.14

Title *(from Records Retention Schedule)*: Schedules, Classes, and Events

Dates of Contents: January 2015 – August 2018

Detailed Listing of Contents:

All American Picnic 2015, 2016 Sponsors, Deposits, Purchases

Family Fun in the Sun 2015 Sponsors, Deposits, Purchases

Moonlight Movie Madness 2015 Sponsors, Deposits, Purchases

Summer Vendors 2016

Sundays in the Park 2016 Sponsors, Deposits, Purchases, Band Info

All American Picnic in the Park 2018 Deposits

Family Fun in the Sun 2018 Deposits

Bounce to the Stars 2018 Deposits

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

RECORDS TRANSFER NOTICE

Date 10/19/2018	Department (from Records Retention Schedule) Administration	User/Sender (first and last) Maya Simerson	Location 130	Box 4795
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Official Record Title (from Records Retention Schedule) Ukiah Redevelopment Agency Golf Course Drainage Ditch Repair	Records are? Public ☒ or Confidential ☐ Information	Record Dates FROM 1998 to 2012
Date/Year to consider destruction 2022	Permanent? Yes ☒ or No ☐	Retention Period (from Records Retention Schedule) CU+10

Detailed Listing of Tote Box Contents (Please type only):

~~Redevelopment Agency property off Airport Road information and Long Range Management Plan info~~ Moved to Location 4ff1294, Box # 00706

~~Redevelopment Agency History of housing allocations~~ Moved to Location 4ff1294, Box # 00706

~~Report on Redevelopment Agency Low and Moderate Housing AB1484 9/28/2012/ Due diligence review/ housing asset transfer/ timesheets/ payroll reports~~ Moved to Location 4ff1294, Box # 00706

Agreed-upon procedures report 7/1/2011- 1/31/2012

AB1X26 & AB1X27

Financial Transactions of the Redevelopment Agency FY2011-2012

Redevelopment Agency status reports and project implementation plan 2009

~~Ukiah Golf Course Drainage Ditch Repair Project~~

~~CEQA, Dept of Fish and Game correspondence, environmental info, financial info~~ Moved to Location 4ff1294, Box # 00706

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

CON
2022

RECORDS TRANSFER NOTICE

Location: 12131

Box: 00463

509.14

Title *(from Records Retention Schedule)*: Schedules, Classes, and Events

Dates of Contents: December 2018-January 2019

Detailed Listing of Contents:

Ukiah on Ice Liability Forms 2018

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

RECORDS TRANSFER NOTICE

Location: 1d131

Box: 00181

Title: 716.01 Bids, RFPs, RFQs, - Successful

Detailed Listing of Contents:

January 2009 through June 2009 Request for Bids (Civic Center/Annex Staff)

RECORDS TRANSFER NOTICE

Date 4/27/2018	Department Community Services	User/Sender (first and last) Daniel Spence	Location 142	Box 4705
Official Record Title (from Records Retention Schedule) Ice Rink Liability Insurance Forms (C)		Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2017 – 2018	
Date/Year to consider destruction 5/2020		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU + 2	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): Ice Rink Liability Insurance Forms (C) 2017-2018 Participant Release from liability forms for 2017-2018 Ice Rink Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email klawler@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Date 4/27/2018	Department Community Services	User/Sender (first and last) Daniel Spence	Location 143	Box 4706
Official Record Title (from Records Retention Schedule) Ice Rink Liability Insurance Forms (B)		Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2017 – 2018	
Date/Year to consider destruction 5/2020		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU + 2	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): Ice Rink Liability Insurance Forms (B) 2017-2018 Participant Release from liability forms for 2017-2018 Ice Rink Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email klawler@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Date 4/27/2018	Department Community Services	User/Sender (first and last) Daniel Spence	Location 145	Box 4707
Official Record Title (from Records Retention Schedule) Ice Rink Liability Insurance Forms (A)		Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2017 – 2018	
Date/Year to consider destruction 5/2020		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU + 2	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): Ice Rink Liability Insurance Forms (A) 2017-2018 Participant Release from liability forms for 2017-2018 Ice Rink Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email klawler@cityofukiah notification box is ready for pickup				

Con
2021

RECORDS TRANSFER NOTICE

Community Services

Location: 192677

Box: 00465

509.14

Title (from Records Retention Schedule): Schedules, Classes, and Small Events

Dates of Contents: January 2017 – December 2018

Detailed Listing of Contents:

Co-ed Futsal 2017

Summer Basketball 2017

Adult Basketball 2018

Summer Basketball 2018

Sand Volleyball 2018

Co-ed Volleyball 2018

Adult Softball 2018

Softball Tournaments 2018

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

RECORDS TRANSFER NOTICE

Date 4/9/07	Department: Community Services	User/Sender: Maya Simerson	Location 282	Box 3431
Record Title (From Records Retention Schedule) Recreation Binders		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 2001 TO: 2002	
Year to consider destruction: 2021		Permanent:? Yes ____ or No ____	Retention Period: 19 yrs	
Detailed Listing of Tote Box Contents (Do not write on Box): - 2001 Class Binder - 2001 Sundays in the Park - 2002 Sundays in the Park - Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

RECORDS TRANSFER NOTICE

Date 4/9/07	Department: Community Services	User/Sender: Maya Simerson	Location 283	Box 3432
Record Title (From Records Retention Schedule) Recreation Binders		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 1997 TO: 2001	
Year to consider destruction: 2020		Permanent:? Yes ____ or No ____	Retention Period: 19 yrs	
Detailed Listing of Tote Box Contents (Do not write on Box): - 1997 Concerts in the Park - 1998 Concerts in the Park - 2001 Girls Youth Softball				
Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

2021
con

RECORDS TRANSFER NOTICE

Community Services

Location: 1h295

Box: 00468

509.14

Title *(from Records Retention Schedule)*: Schedules, Classes, and Small Events

Dates of Contents: January 2018 – December 2018

Detailed Listing of Contents:

Kids Triathlon 2018 – Registration Forms, Purchases

Youth Basketball 2018 – Registration, Coach Forms, Sponsor Forms, Deposits

Girls Youth Softball 2018 – Registration Forms, Deposits

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

2020
Cun

RECORDS TRANSFER NOTICE

Community Services

Location: 1h297

Box: 00469

509.14

Title (from Records Retention Schedule): Schedules, Classes, and Events

Dates of Contents: October 2015 – October 2017

Detailed Listing of Contents:

PumpkinFest: Sponsors, Purchases, Contracts

Baking Contest, Parade

PumpkinFest 2015

PumpkinFest 2016

PumpkinFest 2017

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

RECORDS TRANSFER NOTICE

Community Services

Location: LH 301^D

Box: 00470

509.14

Title *(from Records Retention Schedule)*: Schedules, Classes, and Events

Dates of Contents:

January 2009 – August 2017

Detailed Listing of Contents:

Art in the Foyer 2009-2017

Recreation Guide: Class Proposals, Ads, Proofs

Winter Spring 2016 Recreation Guide

Summer 2016 Recreation Guide

Fall 2016 Recreation Guide

Winter Spring 2017 Recreation Guide

Summer 2017 Recreation Guide

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

RECORDS TRANSFER NOTICE

Date 1/30/19	Department (from Records Retention Schedule) Community Services	User/Sender (first and last) Julie Whiteaker	Location 2J397 H79	Box 0210-8
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Official Record Title (from Records Retention Schedule) Adult Softball & Kids Triathlon (2017)	Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM Jan 1 2017 – Dec 31 2017
Date/Year to consider destruction 12/31/2019 2020	Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU+2

Detailed Listing of Tote Box Contents (Please type only):

Adult Softball Files

- 2017 Bud Light Tournament
- 2017 Adult Softball League
- 2017 Coors Light Tournament
- 2017 Fall Ball League
- 2017 Strike Out Cancer Tournament

Kids Triathlon

- 2017 Kids Triathlon – All Files

Old Short Form Books

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

RECORDS TRANSFER NOTICE

Date 6-21-10	Department Community Services	User/Sender (first and last) Katie Merz	Location 492	Box 3867
Official Record Title (from Records Retention Schedule) Recreation & Youth Basketball 0634090		Records are? Public ☐ or Confidential ☐ Information	Record Dates FROM 2006 to 2006	
Date/Year to consider destruction 2021		Permanent? Yes ☐ or No ☐	Retention Period (from Records Retention Schedule)	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): 2005 Youth Basketball • Coach Forms • Sponsor Forms • Schedules 2006 Classes • Recreation Leisure Classes for all ages • Registration Forms • Instructor Payments Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email lindab@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Date 6-21-10	Department Community Services	User/Sender (first and last) Katie Merz	Location 494	Box 3868
Official Record Title (from Records Retention Schedule) Youth Basketball 2006-2007 Forms & Files GG34090		Records are? Public ☐ or Confidential ☐ Information	Record Dates FROM 2006 to 2007	
Date/Year to consider destruction 2021		Permanent? Yes ☐ or No ☐	Retention Period (from Records Retention Schedule)	
Detailed Listing of Tote Box Contents (Please Do Not Write on Box): Youth Basketball Program Files • Staff Application forms • Youth registration forms • Coach forms				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email lindab@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Date 4/2/07	Department: Community Services	User/Sender: Maya Simerson	Location 569	Box 3437
Record Title (From Records Retention Schedule) Recreation Sports and Class Binders		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 2002 TO: 2003	
Year to consider destruction: 2021		Permanent:? Yes ____ or No ____	Retention Period: 19 yrs	
Detailed Listing of Tote Box Contents (Do not write on Box): - 2002 Co-Ed Softball - 2002 Men's Softball - 2003 Youth Basketball - 2003 Men's Basketball				
Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

RECORDS TRANSFER NOTICE

Date 2/7/2006	Department: Community Services	User/Sender: MARIE ULVILA	Location 756	Box 3235
Record Title (From Records Retention Schedule)		Records are Public Information _____ or Confidential _____?	Record Dates: Month Year Month Year FROM: 1999 TO: 2002	
Year to consider destruction:		Permanent:? Yes ____ or No ____	Retention Period:	
Detailed Listing of Tote Box Contents (Do not write on Box): Banner Program Docs Skatepark Docs Pool/ American Red Cross Docs Pumpkinfest Misc. Grants				
Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

RECORDS TRANSFER NOTICE

Date 3/16/17	Department Community Services	User/Sender (first and last) Julie Webb	Location 931	Box 4663
Official Record Title (from Records Retention Schedule) Multiple*		Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 01/01/2011 TO 12/31/16	
Personnel (Employee Fileds/Documents) Facilities Rentals/Use		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) ACTIVE +3	
Date/Year to consider destruction December 2019 - ck. for Termination +3				
Detailed Listing of Tote Box Contents (Please Do Not Write on Box):				
*Miscellaneous Employee Documents (Sports) Bailey Anderson, Mario Aparicio, Dimitri Betts, Kevin Bonner, Emily Brooks, Quintin Brown, Emily Broaddus, Eric Budar Morales, Jacob Carter, Thomas Carter, Tyler Carter, William Cayler, Andrea Chase, London Chase, Michelle Chown, Sydney Claybon, Raquel Contreras, Yarely Contreras, Baillee Dayton, Cheyanne Davis, Payton De Los Santos, Led Fissel, William Forbes, Vanessa Garcia, Josh Gernert, Jocelyn Hale, Jasmyne Haralson, Haley Higgins, Corey James, Taylor Janowicz, Caden Johnson, William Johnson, Bayliee Kaiser, Delaney Kindopp, Jordon King, Mahala Kuchne, Kelsea LaRue, Eliana Malicay, Adrian Mata, Tyler Mendosa, Cesar Mendosa, Solana Mirata, Mia Mendoza, Amanda Moniz, Jr. Bett Moniz, Sabrina Moore, Katrina Ohleyer, Richard Ortega-Knox, Stasia Pinnegar, Cassidy Schutz, Robin Stout, Michaela Terrell, Will Thom, Kenneth Trotter, Courtney Warren, Cara Watts, Jevin Wolfe, Hailey Young *Decline Applications *Interview information for non-hires *Misc PAFs Employee Timesheets (YB 2010-2013) Facility Rental Applications & Insurance (2011-2015)				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email clawler@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Date 9-2-14	Department (from Records Retention Schedule) Community Services	User/Sender (first and last) Rilee Dockins	Location 950	Box 4362
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Official Record Title (from Records Retention Schedule) Schedules, Classes & Events	Records are? Public ☒ or Confidential ☐ Information	Record Dates FROM 4/1/2002 to 9/25/2002
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Date/Year to consider destruction Sept. 2020	Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU + 6
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Detailed Listing of Tote Box Contents (Please type only):

2002

- Employee Applications for SSDC Counselors
- SSDC Program Evaluations
- SSDC Sign-in Sheets
- SSDC Purchases & Orders
- SSDC Payment Records
- NCO Child Care Certificates from SSDC
- SSDC Sign-up Sheets
- SSDC Pick-up Authorization Sheets
- SSDC Registration Forms

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

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RECORDS TRANSFER NOTICE

Date 8/29/03	Department: Community Services	User/Sender: Lindsey Wright	Location 1011	Box 2487
Record Title (From Records Retention Schedule) Swim Lesson Registration Forms		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 2003 TO: 2022	
Year to consider destruction: 2022		Permanent:? Yes ____ or No __	Retention Period: 19 years	
Detailed Listing of Tote Box Contents (Do not write on Box): - SWIM LESSON REGISTRATION FORMS				
Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

RECORDS TRANSFER NOTICE

Date 8/29/03	Department: Community Services	User/Sender: Lindsey Wright	Location 1014	Box 2490
Record Title (From Records Retention Schedule) 2002 Pool Records		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 2002 TO: 2021	
Year to consider destruction: 2021		Permanent:? Yes ____ or No ____	Retention Period: 19 years	
Detailed Listing of Tote Box Contents (Do not write on Box): - Session 1 – Swim Lessons (2 Envelopes) - Session 2 – Swim Lessons - Session 3 – Swim Lessons (2 Envelopes) - Session 4 – Swim Lessons (2 Envelopes)				
Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

RECORDS TRANSFER NOTICE

Date 8/29/03	Department: Community Services	User/Sender: Lindsey Wright	Location 1015	Box 2491
Record Title (From Records Retention Schedule) 2001 Pool Records		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 2001 TO: 2020	
Year to consider destruction: 2020		Permanent:? Yes ____ or No __	Retention Period: 19 years	
Detailed Listing of Tote Box Contents (Do not write on Box): - Session 1 – Swim Lessons - Session 2 – Swim Lessons - Session 3 – Swim Lessons - Session 4 – Swim Lessons - Session 5 – Swim Lessons - Time Cards - Birthday / Private Parties - Accident Reports - Incident Reports - Old Schedules - Count out - Daily Admissions - Chemical Reports Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

RECORDS TRANSFER NOTICE

Date 9/25/03	Department: Community Services	User/Sender: Lindsey Wright	Location 1038	Box 2514
Record Title (From Records Retention Schedule) Softball, youth basketball registration forms & other Misc. forms		Records are Public Information ____ or Confidential ____?	Record Dates: Month Year Month Year FROM: 1999 TO: 2002	
Year to consider destruction: 2021		Permanent:? Yes ____ or No ____	Retention Period: 19 yrs	
Detailed Listing of Tote Box Contents (Do not write on Box): - Softball Reg. Forms K-2, 3-4, 5-6, 7-8, & High School 9-12 - Youth Clinic - Pool inspection - Misc. CO-ED Softball 1999 - Girl's softball league - Basketball – girls 1 & 2 - Basketball – girls 3 & 4 - Basketball – girls 5 & 6 - Basketball – girls 7 & 8 - Basketball – girls high school - Basketball – boys 1 & 2 - Basketball – boys 3 & 4 - Basketball – boys 5 & 6 - Basketball – boys 7 & 8 - Basketball – boys high school - 2001 –02 basketball - 2001 basketball - 2001 basketball - Scholarships Instructions: 1. Please type or print legibly 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number)				

Records: Retention

RECORDS TRANSFER NOTICE

Date 8/29/17	Department (from Records Retention Schedule) Community Services	User/Sender (first and last) Marianne Davison	Location <i>3y1046</i> <i>-1181</i>	Box <i>00518</i> <i>-469-3</i>
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Official Record Title (from Records Retention Schedule) Class Registrations Schedules, Classes, and Small Events	Records are? Public ☐ or Confidential ☒ Information	Record Dates FROM 2013 to 2014
Date/Year to consider destruction <i>8/2019 - 2020</i>	Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU+2

Detailed Listing of Tote Box Contents (Please type only):

Summer Safari Spring Break Style Daycamp Binders

- Pick Up Authorization Forms 2013
- Admission Agreement/Payment Records 2013
- Release From Liability Forms 2013
- Sign in/Sign out Forms 2013

Summer Safari Daycamp Binders

- Pick Up Authorization Forms 2014
- Admission Agreement/Payment Records 2014
- Release From Liability Forms 2014
- Sign in/Sign out Forms 2014

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

RECORDS TRANSFER NOTICE

Date 1/3/19	Department Community Services	User/Sender (first and last) Marianne Davison	Location 1134 1134	Box 10103
Official Record Title (from Records Retention Schedule) Schedules, Classes, and Events		Records are? Public or Confidential ☒ Information	Record Dates FROM January 2016-January 2018	
Date/Year to consider destruction 1/2021		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CU + 2	
Detailed Listing of Tote Box Contents (<u>Please Do Not Write on Box</u>): Instructor Payments Banner Program Deposit Sundays in the Park and Moonlight Movie Madness Vendor Information 2018 Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box number) 3. Email klawler@cityofukiah notification box is ready for pickup				

RECORDS TRANSFER NOTICE

Location	4ee1271
Box #	00655
Title <i>(from Records Retention Schedule; please include number)</i>	501.04 Personnel Records
Dates of Contents <i>(mm/dd/yy – mm/dd/yy)</i>	1/1/16-12/31/16
Department	Community Services
Name of Person Submitting Box	? (box was left in N. chamber hallway w/o a transfer notice)
Date of Submission	8/5/21 (clerk is submitting in lieu of missing notice)
Confidential ☒ Public ☐	CU + 2 = 2019

Detailed Listing of Contents:

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

Poindexter, Jordan
 More, Zoe
 Mayfield, Kate
 Young, Hailey
 Lopez, Cristina
 Killen, Shelby
 Maki, Alex
 Ferrick, Thomas
 Grebil, Nathan
 Shoemaker, Jamie
 Gonzalez, Emmanuel
 Ferrick, Thomas (second folder)
 Dockins, Rilee
 Dewey, Jonathan
 Armstrong, Christopher
 Barajas, Isaisah
 Barba, Giovanni
 Bowman, Desiree
 Carson, Craig
 Carter, Zachary
 Coburn – Pruett, Melissa
 Coly, Bakyne
 Cantreras, Miguel (Mikey)
 Correa, Susana
 De Los Santos, Donoavan
 Duong, Kim

Duncan, Ashlee
 Duncan, Cardell
 Ferrick, Jay
 Franco, Adriana
 Forbes, Hannah
 Franzen, Beau
 Frausto, Carlos
 Gamble, Sequoia
 Grivette, Kendra
 Handy, Sarah
 Hardwick, Crhis
 Henson – Parsons, Natae
 Hume, Robert
 Kemp, Nico
 Khan, Mohandus
 Kirsch, Gracianne
 Krofchik, Robert
 La Monica, Zachary
 Lieben, Daniel
 Lincoln, Lanie
 Laffin, Hannah
 Loflin, Rylie
 Maurer, Sidney
 McClure, Kira
 Medina, Ivan
 Milani, Desiree
 Murry, Clayton

Myers, Christina
 Ortega, Brianna
 Pardini, Kayla
 Perez, Selana
 Peters, Easton
 Quadrio, Autumn
 Ramirez, Kenya
 Ramsey, MyKala
 Raya, Ivan
 Ruiz, Karina
 Scott, Nina
 Smallcomb, Kyndle
 Smith, Devon
 Smith, Jordon
 Smith, Peyton
 Solomon, Cameron
 Terrell, Michaela
 Turkvan, Tyana
 Turner, Tristan
 Vargas, Esmeralda
 Vau, Victoria
 Wam, Ema
 Wann, Jack
 Whiteaker, Andrew
 Wieden, Tyler
 Williams, Jesse
 Ortega, Melissa

CITY OF UKIAH RECORDS DESTRUCTION NOTICE

Date: 4/5/22	Department: Human Resources-Risk Management
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Current retention schedules show that the attached records listed are now ready for review for records destruction.

Instructions:

1. Review the attached listing *(if needed, you may obtain a copy of the retention guidelines from City Clerk)*
2. If only a portion of the box is to be kept, remove it and start a new box with a new transfer notice; Follow normal retention box submission instructions, which can be obtained from City Clerk if needed.
3. If the entire box is to be kept, change the date/year to consider destruction on the attached list, and give back to the City Clerk.
4. For boxes that are okay to proceed with destruction, obtain Department Head's signature and return this notice, along with the attached list to the City Clerk.

NOTE: Please keep in mind that we only have a set number of box storage locations. Only keep records past their retention deadline if it is necessary.

Thank you for your cooperation in keeping our records management system working smoothly.

Kristine Lawler, City Clerk

	DATE	SIGNATURE
Department Head	4/6/22	Shen Manner
City Clerk	5/4/22	Kristine Lawler
City Attorney	May 4, 2022	Darcy Vaughn Darcy Vaughn (May 4, 2022 12:54 PDT)
City Council		
Destroyed		

HUMAN RESOURCES

CONTAINER	SHELF	LOCATION	BOX #	Date Rec'd	Central File #	RECORD TITLE	RECORD DATES	RETAIN UNTIL	USER/SENDER	DEPARTMENT	COMMENT
1	a	30	4247	2/3/2014		Immigrant; Fingerprint App.; Motor Vehicle Pulls	2003-2013	2021	Denise Olmstead	HR/Risk Mgmt	
2	k	431	202	8/23/2019	902.23	Training Records: Safety	1/1/94-12/31/14	2021	Lory Limbird	HR/Risk Mgmt	
3	s	789	4594	6/22/2016		Incident Reports	2008 - 2014	2021	Melody Harris	HR/Risk Mgmt	EXTRA SPACE AVAILABLE HERE
3	s	792	4595	6/22/2016		Claims for Damage	2011 - 2016	2021	Melody Harris	HR/Risk Mgmt	

RECORDS TRANSFER NOTICE

Date 02/03/2014	Department (from Records Retention Schedule) HUMAN RESOURCES / RISK MANAGEMENT	User/Sender (first and last) DENISE OLMSTEAD	Location 30	Box 4247
Official Record Title (from Records Retention Schedule) Immigrant Fingerprint – Application Files Motor Vehicle Pulls (DMV)		Records are? Public ☐ or Confidential ☒ Information	Record Dates Immigrant – From: 2003 To: 2013 Fingerprint – From: 2003 To: 2013 DMV – From: 2008 To: 2013	
Date/Year to consider destruction 2021			Retention Period (from Records Retention Schedule)	
Detailed Listing of Tote Box Contents (<u>Please type only</u>):		Permanent? Yes ☐ or No ☒	Immigrant: Date of Hire + 3 Fingerprint: T + 2 DMV: CL + 7	
I-9 (former Employees) 2003 – 2013 I-9 (former Recreation) 2010-2012 Live Scan (Former Employees) 2003-2013 Live Scan (Former Recreation) 2007-2012 DMV Pull Notices – Inactive Employees 2009-2013				
Instructions: 1. Please complete form, typed, supplying all information 2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number) 3. Email klawler@cityofukiah.com notification box is ready for pickup				

RECORDS TRANSFER NOTICE

HR / Rsk Mgmt

Location: 2 k 431

Box: 00202

Detailed Listing of Contents:

(Please list contents of box in as much detail as possible; imagine searching for something in this box 10 years from now and needing to use key words for the search engine – please include that type of detail.)

Training Records – Safety

Rubber Glove Training 2014

Defibulator/CPR Training 8/25/2009

CPR/AED & First Aid Training May 2010

Forklift Training Aug 2011, March 2014

CPR & First Aid Training June 2008

City Vehicle Use/Rental procedure

LCW "Preventing Workplace Harassment, Discrimination & Retaliation 6/11/2008

Safety related invoices

Vaccination research

Misc Training

Health & Safety Requests

Safety Rules and Practices, no date

IIPP revisions July 2007

IIPP masters

IIPP revisions & notes

Employee Emergency Evacuation/Relocation Procedures

IIPP Forms

Emergency Management Training 2007-2008

Disaster Service Workers

Emergency cards – GETS

Water/Sewer Spill Response & Notification Plan 1/30/2002

Sewer Overflow Emergency Response Plan 2009

My Safety Officer

My Safety Officer Training 2010

Past Employer Info

DOT Employee Training Certificates 1994

City's DOT policy

Signed DOT Drug Alcohol testing

Driver Evaluation Forms

DMV/CHP Regulations

DOT – Employee Training 2008

DMV Audit 2007

CHP – DOT Audit 2010

DOT Supervisory Training Certificates – Alcohol misuse

DOT Supervisory Training Certificates – Substance Abuse

DOT Supervisory Training Acknowledgements

Signed Employee Training for CDL

Policy Drafts

Original DOT policy

RECORDS TRANSFER NOTICE

Date 6/22/2016	Department (from Records Retention Schedule) RISK MANAGEMENT	User/Sender (first and last) Melody Harris	Location 789	Box 4594
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Official Record Title (from Records Retention Schedule) Incident Reports	Records are? Public ☐ or Confidential ☐ Information	Record Dates FROM 2008 to 2014
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Date/Year to consider destruction 2021	Permanent? Yes ☐ or No ☐	Retention Period (from Records Retention Schedule) CL + 7
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Detailed Listing of Tote Box Contents (Please type only):

Airport/Ashlin Pacific Corp. USA Incident 10/2/2009
Electrical Outage 1/8/2009
Pumpkinfest Incident 10/18/2008
Miscellaneous Corp Yard Thefts 2008
Ph Water Treatment Plan Incident 2007
NCRA Incident 2008
Ukiah Valley Conference Ctr Painting Inquiry 2008
Pac Bell Class Action Notification 2008
Marsh Class Action/Settlement 2008

Incident Reports 2012 - 2014

(extra space!)

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup

RECORDS TRANSFER NOTICE

Date 6/22/2016	Department (from Records Retention Schedule) RISK MANAGEMENT	User/Sender (first and last) Melody Harris	Location 792	Box 4595		
Official Record Title (from Records Retention Schedule) Claims, Damage		Records are? Public ☒ or Confidential Information	Record Dates FROM 2011 to 2016			
Date/Year to consider destruction 2021		Permanent? Yes ☐ or No ☒	Retention Period (from Records Retention Schedule) CL + 5			
Detailed Listing of Contents: <table border="0"> <tr> <td> Ailman, Thomas D. c/o Pano Stephens 2014 Andrade, Shawn 2014 Atterbury, Daniel 2015 Beltrami, Tricia 2015 Black, Elizabeth 2015 Chan, Paul & Hing Family Trust 2015 County of Mendocino for Emma Saucido 2014 Crowder, James 2013 Dunn, George & Julie 2013 Electric Explosion 1-8-09 Elliott, Patricia 2015 Fackrell, Robert F. 2013 Garcia Ortiz, Adriana 2014 Gonzalez, Jaime 2014 Ilar, Janene 2014 Jaques, Jacob 2014 Jones, Ernest 2008 Kaufman, Abbey 2013 Kelly, Shirley 2014 Kennedy, Jeanne 2014 Kueberth, Noelle 2012 Lair, Steve and Cathy 2012 Lyty, Galen 2015 Mac Nab's Mens Wear 2015 Mayland, Laurel 2014 </td> <td> Mendocino County Board of Supervisors Claim & Lawsuit 2011 Murray, Clayton 2014 Parado, Danielle 2015 Pear Orchards & Associates 2015 Pearson, Sydney 2012 Pettit, Brianna 2013 Pummill, Carolyn 2014 Reams, Stephan 2015 Redwood Business Park of Ukiah 2010 Reyes, Rolando 2014 Rogers, John & Delynn 2015 Roth, Kim 2015 Tate, Kim 2014 Thompson, Donita 2015 Travis, Janice Marie 2013 Trent, Jason K.T. 2014 Trombley, Jessica c/o Editte Lerman 2014 Ukiah Unified School District for Anita McAvoy 2011 Water Theft Claims 2013 Weselsky, Tammi 2016 White, Anna 2011 White, Brenda 2011 White, William 2011 Wolk, Renna-Le 2013 Young, Gregg 2016 Zeman, Mike 2013 </td> </tr> </table>					Ailman, Thomas D. c/o Pano Stephens 2014 Andrade, Shawn 2014 Atterbury, Daniel 2015 Beltrami, Tricia 2015 Black, Elizabeth 2015 Chan, Paul & Hing Family Trust 2015 County of Mendocino for Emma Saucido 2014 Crowder, James 2013 Dunn, George & Julie 2013 Electric Explosion 1-8-09 Elliott, Patricia 2015 Fackrell, Robert F. 2013 Garcia Ortiz, Adriana 2014 Gonzalez, Jaime 2014 Ilar, Janene 2014 Jaques, Jacob 2014 Jones, Ernest 2008 Kaufman, Abbey 2013 Kelly, Shirley 2014 Kennedy, Jeanne 2014 Kueberth, Noelle 2012 Lair, Steve and Cathy 2012 Lyty, Galen 2015 Mac Nab's Mens Wear 2015 Mayland, Laurel 2014	Mendocino County Board of Supervisors Claim & Lawsuit 2011 Murray, Clayton 2014 Parado, Danielle 2015 Pear Orchards & Associates 2015 Pearson, Sydney 2012 Pettit, Brianna 2013 Pummill, Carolyn 2014 Reams, Stephan 2015 Redwood Business Park of Ukiah 2010 Reyes, Rolando 2014 Rogers, John & Delynn 2015 Roth, Kim 2015 Tate, Kim 2014 Thompson, Donita 2015 Travis, Janice Marie 2013 Trent, Jason K.T. 2014 Trombley, Jessica c/o Editte Lerman 2014 Ukiah Unified School District for Anita McAvoy 2011 Water Theft Claims 2013 Weselsky, Tammi 2016 White, Anna 2011 White, Brenda 2011 White, William 2011 Wolk, Renna-Le 2013 Young, Gregg 2016 Zeman, Mike 2013
Ailman, Thomas D. c/o Pano Stephens 2014 Andrade, Shawn 2014 Atterbury, Daniel 2015 Beltrami, Tricia 2015 Black, Elizabeth 2015 Chan, Paul & Hing Family Trust 2015 County of Mendocino for Emma Saucido 2014 Crowder, James 2013 Dunn, George & Julie 2013 Electric Explosion 1-8-09 Elliott, Patricia 2015 Fackrell, Robert F. 2013 Garcia Ortiz, Adriana 2014 Gonzalez, Jaime 2014 Ilar, Janene 2014 Jaques, Jacob 2014 Jones, Ernest 2008 Kaufman, Abbey 2013 Kelly, Shirley 2014 Kennedy, Jeanne 2014 Kueberth, Noelle 2012 Lair, Steve and Cathy 2012 Lyty, Galen 2015 Mac Nab's Mens Wear 2015 Mayland, Laurel 2014	Mendocino County Board of Supervisors Claim & Lawsuit 2011 Murray, Clayton 2014 Parado, Danielle 2015 Pear Orchards & Associates 2015 Pearson, Sydney 2012 Pettit, Brianna 2013 Pummill, Carolyn 2014 Reams, Stephan 2015 Redwood Business Park of Ukiah 2010 Reyes, Rolando 2014 Rogers, John & Delynn 2015 Roth, Kim 2015 Tate, Kim 2014 Thompson, Donita 2015 Travis, Janice Marie 2013 Trent, Jason K.T. 2014 Trombley, Jessica c/o Editte Lerman 2014 Ukiah Unified School District for Anita McAvoy 2011 Water Theft Claims 2013 Weselsky, Tammi 2016 White, Anna 2011 White, Brenda 2011 White, William 2011 Wolk, Renna-Le 2013 Young, Gregg 2016 Zeman, Mike 2013					

Instructions:

1. Please complete form, typed, supplying all information
2. Place 3 copies inside Tote Box on top of records (one copy will be returned to you indicating the Location and Box Number)
3. Email klawler@cityofukiah.com notification box is ready for pickup



AGENDA SUMMARY REPORT

SUBJECT: Annual Report on Mobilehome Park Stabilization Fees and Activities, and Approval to Waive Fees for the FY 2021-22.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Kristine Lawler, City Clerk

ATTACHMENTS:

1. Ordinance No. 1126
2. Resolution No. 2020-26
3. Letter to Mobilehome Residents
4. Proposed Resolution - redline and clean

Summary: Council will receive an annual report on the administrative costs and activities regarding the mobilehome park rent stabilization program, and consider waiving the fees for the Fiscal Year 2021-22.

Background: In October 2010, the City Council adopted Ordinance 1126 (Attachment 1) to provide regulations surrounding mobilehome park rent increases and capital improvement pass-through costs. This Ordinance works in tandem with an adopted resolution that sets the administrative fees associated with Section 2715 of the Ordinance, and is reviewed annually.

In 2018, Council gave direction to Staff to charge the mobilehome park stabilization account each year to cover the City administrative costs incurred to maintain the requirements laid out in the Resolution; only invoicing the mobilehome park owners/residents when the balance in the account falls below the estimated costs for arbitration and administrative activities. Staff was also directed to implement an annual educational program to inform the tenants of their rights through the ordinance and resolution, and include those actions and results in the yearly report to Council.

As part of the educational program, a webpage was established and has been maintained on the City's website at: <http://www.cityofukiah.com/mobile-home-park-rent-stabilization-2/>. The webpage contains links to the following: Ordinance 1126 and Resolution 2020-26 that govern the stabilization process and costs; the December 20, 2017, Staff Report to Council that details how the fees are assessed; and the annual letter sent to the mobilehome park owners regarding the October CPI, which dictates the amount that rent can be increased. All correspondence and documents pertaining to the mobilehome park rent stabilization are added on an on-going basis to this webpage.

In May of 2020, Council adopted Resolution 2021-26 (Attachment 2) that amended and updated the arbitration and administrative costs. In May of 2021, there was no need to update the resolution.

In addition, a letter (Attachment 3) was sent out on May 9, 2022, to all mobilehome park residents to bring their awareness to the website resource. As of the publication of this agenda item, the Clerk's office has received three calls from park residents who wished to learn more about the program.

Discussion: The current before-year-end-close balance in the Mobilehome Rent Stabilization Trust Fund (90000000.23251) is \$24,020. The estimated administrative and educational outreach costs for the 21-22 Fiscal Year is \$878 (using the higher rate of the two invoicing rates specified in the resolution), which would

leave a remaining balance of \$23,142. After acquiring an updated fee schedule from JAMS and ADR Services, the total reasonable estimate for the annual cost to administer Chapter 8, including arbitrations is \$12,278. As the estimated remaining balance would still exceed the suggested reasonable estimate of costs, Staff recommends waiving the annual billing to the mobilehome parks for the fiscal year 2021-22, and authorized the use of the account reserves for current year administrative activities.

Costs to implement the program shown on Exhibit A to Resolution 2020-26, have changed due to the hourly arbitration costs. Therefore, Staff is recommending adoption of a new resolution amending Exhibit A to include the cost differences. Red-line and clean versions of the proposed resolution are included as Attachment 4. These changes would not affect the recommendation to waive the annual fee to the mobilehome parks for the fiscal year 2021-22.

Recommended Action: Receive report on the Mobilehome Park Stabilization Administrative Costs and Activities, and approve waiving fees for FY 2020-21, and authorized the use of the account reserves for current year administrative activities.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: \$24,020

PROPOSED BUDGET AMOUNT: \$523

FINANCING SOURCE: 90000000.23251 - Mobilehome Rent Stabilization Trust Fund

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager

ORDINANCE NO. 1126**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
UKIAH ADDING A NEW CHAPTER 8, ENTITLED:
"MOBILEHOME RENT STABILIZATION," TO DIVISION 1
OF THE UKIAH CITY CODE.****SECTION ONE.**

The City Council of the City of Ukiah hereby ordains that a new Chapter 8, entitled "Mobilehome Rent Stabilization" is hereby added to Division 1 of the Ukiah City Code to read as follows.

DIVISION 1 BUILDING**CHAPTER 8 MOBILEHOME RENT STABILIZATION****2700: FINDINGS AND PURPOSE.**

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

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

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

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

(C) According to the Ukiah General Plan Housing Element, mobilehomes presently constitute an important source of housing for persons of extremely low,

very low, low, and moderate income levels, who as a group are unable to afford unreasonably large rent increases.

(D) A large number of persons living in mobilehomes are elderly, some of whom live on small fixed incomes. These persons may expend a substantial portion of their income on rent and may not be able to afford other housing within the City.

(E) Rents for sites within mobilehome parks in the City have, prior to the adoption of this chapter, increased substantially, with recent increases in one park exceeding by a substantial amount the annual increase in the cost of living.

(F) Space rent increases at the time of sale or other transfer of a mobilehome within a park have been shown to be substantially over the pre-transfer rent. Such large rent increases at the time of sale of a mobilehome may unfairly depress the sales price of the mobilehome and work an economic hardship on the mobilehome owner. The annual rent increases and vacancy control provisions of this chapter prevent this economic hardship while protecting the property rights of owners.

(G) Because of the space shortage and potential for rapidly rising rents, regulation is necessary to assure that economic hardship to a substantial number of mobilehome owners in the City, many of whom are senior citizens on low fixed incomes, does not occur.

(H) It is the purpose of this chapter to establish a speedy and efficient method of reviewing certain requested mobilehome space rent increases in mobilehome parks to protect mobilehome owners from arbitrary, capricious or unreasonable site rent adjustments while insuring owners and/or operators and investors a fair and reasonable return on their investment in their mobilehome park.

§2701: DEFINITIONS.

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

(A) "Affected mobilehome owners" means those mobilehome owners whose space is not covered by a valid lease meeting the requirements of section 798.17(b) of the California Civil Code or otherwise legally exempt from local rent control regulation.

(B) "Arbitrator" means a person who is neither a mobilehome owner nor has an interest in a mobilehome park of a nature that would require disqualification under the provisions of the Political Reform Act if the person were a designated City employee, has experience in analysis of financial records, and meets one of the following criteria:

(1) Licensed attorney or CPA who is qualified by experience or training to conduct the arbitrations authorized by this chapter.

(2) Membership in the American Arbitration Association with expertise in rental dispute arbitration; or

(3) Service as a judge in a state or federal court.

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

(D) "Capital replacement" means a capital expenditure as defined by the Internal Revenue Code which replaces, upgrades or repairs an existing improvement, such as, but not limited to, an on-site water or electrical distribution or sewage collection system, a street, a parking area, or common facility, such as a laundry, community kitchen or meeting room. If the expenditure qualifies for treatment as a capital expenditure which must be depreciated under the Internal Revenue Code, it is a capital replacement. If it can be fully deducted in one year as a business expense, it does not qualify as a capital replacement.

(E) "City" means the City of Ukiah, California.

(F) "Clerk" means Clerk of the Ukiah Mobilehome Rent Stabilization Program, who shall be an employee or independent contractor designated by the City Manager as the Clerk and assigned the Clerk's duties as prescribed by this chapter or as needed for the proper implementation of this chapter.

(G) "Consumer Price Index" or "CPI" means the Consumer Price Index for all urban consumers in the San Francisco/Oakland/San Jose area published by the United States Bureau of Labor Statistics.

(H) "Department" means the Department of Community Development of the City of Ukiah.

(I) "MRL" means the California Mobilehome Residency Law.

(J) "Mobilehome" means

(1) a structure designed for human habitation and for being moved on a street or highway under permit pursuant to Section 35790 of the Vehicle Code, including a manufactured home, as defined in Section 18007 of the Health and Safety Code, and a mobilehome, as defined in Section 18008 of the Health and Safety Code, but, except as provided in subdivision (2), does not include a recreational vehicle, as defined in Section 799.29 of the Civil Code and Section 18010 of the Health and Safety Code or a commercial coach as defined in Section 18001.8 of the Health and Safety Code.

(2) "Mobilehome," for purposes of this chapter, also includes trailers and other recreational vehicles of all types defined in Section 18010 of the Health and Safety Code, other than motor homes, truck campers, and camping trailers, which are used for human habitation, if the occupancy criteria of either paragraph (i) or (ii), as follows, are met:

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

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

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

(K) "Mobilehome park" or "park" means any area of land within the City of Ukiah where two or more mobilehome spaces are rented, or held out for rent, to accommodate mobilehomes used for human habitation.

(L) "Mobilehome space" means the site within a mobilehome park intended, designed or used for the location or accommodation of a mobilehome and any accessory structures or appurtenances attached thereto or used in conjunction therewith.

(M) "Mobilehome owner" means a person who is the owner of a mobilehome and legally occupies the mobilehome within a mobilehome park. Unless otherwise indicated, mobilehome owner includes tenants.

(N) "Owner" means the owner or operator of a mobilehome park or an agent or representative authorized to act on said owner's or operator's behalf in connection with the maintenance or operation of such park.

(O) "Party" as used in this chapter refers to any affected mobilehome owner and/or owner involved in proceedings under this chapter.

(P) "Prospective mobilehome owner" means a person who is in the process of negotiating a tenancy in a mobilehome park.

(Q) "Rent" means the consideration paid for the use or occupancy of a mobilehome space.

(R) "Rent stabilization administration fee" means the fee established from time to time by resolution of the City Council in accordance with the provisions of the chapter.

(S) "Rent increase" means any increase in base rent charged by an owner to a mobilehome owner or offered to a prospective mobilehome owner.

(T) "Tenant" means the person or persons who have signed a lease of a mobilehome park space as the lessee of the space.

2702: BASE RENT.

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

§2703: CONSUMER PRICE INDEX, UTILITIES AND OTHER PASS THROUGHs.

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

(B) If the change in the CPI exceeds five percent for two consecutive years, the Clerk shall review the maximum rent increase and recommend an ordinance amendment if appropriate.

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

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

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

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

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

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

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

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

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

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

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

(H) Notice. A written notice of each rent increase or new or increased capital improvement or capital replacement pass through charge made under the provisions of this section shall be filed by the owner with the Clerk, and provided to each affected mobilehome owner, at least 90 days before the rent increase goes into effect or as required by the MRL. The notice shall identify the park and shall specify the dollar amount of the increase, the percentage of the increase, an itemization of all new or increased pass throughs and additional rent charges, the specific space affected, the date the increase will go into effect, how each increase was calculated, and the date the rent on each affected space was last increased. The notice shall also advise each affected mobilehome owner of any right to petition for review of a proposed rent increase and that a petition form may be requested from the Clerk.

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

§2704: IN-PLACE TRANSFER RENT INCREASES—ESTABLISHMENT OF NEW BASE RENT.

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

(1) The termination of the tenancy of the affected mobilehome owner in accordance with the MRL (California Civil Code sections 798.55 through 798.60, as amended, excepting section 798.59); or

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

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

(C) Except as provided in subsections (A) and (B), an owner may not condition an in-place transfer of a mobilehome or condition assignment of an existing lease to a prospective mobilehome owner, upon agreement to an increased rent in anticipation of the in-place transfer. This subsection shall not apply to specific conditions included in a lease exempt from rent control which

allows an owner to condition assignment in a manner prohibited by this section. For purposes of this subsection, "a lease exempt from rent control" means a lease meeting, in all respects, the criteria of Civil Code section 798.17(b), as such criteria are presently enacted or may hereafter be amended.

§2705: FAIR RETURN RENT INCREASES.

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

§2706: RENT FREEZE OR RENT ROLLBACK.

(A) Upon the petition signed by one adult mobilehome owner of 50 percent of the spaces subject to rent control in a park or 50 spaces subject to rent control, whichever is less, the Arbitrator may prohibit future rent increases for spaces governed by this chapter, upon its determination that maintenance by the owner has been substantially reduced and is insufficient to adequately maintain the park in a habitable condition. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the Arbitrator determines that maintenance by the owner has been restored to a reasonable level.

(B) Upon petition by one or more affected mobilehome owners, an Arbitrator may prohibit future rent increases, or order a rollback of the existing rent as to those petitioners, upon its determination that after the Effective Date, an owner instituted a rent increase inconsistent with the criteria established by this chapter. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the Arbitrator determines that the rent has become consistent with this chapter.

§2707: TIME OF ALLOWED RENT INCREASE/ADJUSTMENT.

(A) Once within a 12-month period, the owner may implement a CPI rent adjustment (subsection 2703(A)), if any, or a fair return increase (Section 2703), but not both.

(B) A capital replacement pass through under subsection 2703(F) may only be implemented on the effective date of the CPI or fair return rent adjustment.

(C) The following increases or adjustments may be implemented at any time during the year:

- (1) Government mandated expense pass through (subsection 2703(C));
- (2) Utility pass throughs (subsection 2703(D));
- (3) Capital improvements (subsection 2703(E));
- (4) In-place transfer rent increases (Section 2704).

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

(D) Rent freeze and rent rollbacks shall be implemented at the time they are ordered (Section 2706).

§2708: ARBITRATION.

(A) Matters Subject to Arbitration.

(1) An owner shall file with the Clerk:

(a) An application seeking to increase space rents beyond 100 percent of the CPI to provide a fair return to the owner as allowed by Section 2705.

(2) Affected mobilehome owners may file with the Clerk:

(a) A petition objecting to a government mandated expense pass through as allowed by subsection 2703(C);

(b) A petition objecting to a capital replacement pass through as allowed by subsection 2703(F);

(c) A petition for rent freeze as allowed by subsection 2706(A);

(d) A petition for rent rollback as allowed by subsection 2706(B).

(B) These petitions and applications shall be decided by the Arbitrator.

(C) Cost of Arbitration. The cost of arbitration shall be paid by the Clerk out of revenue from the rent stabilization administration fee. The Arbitrator may reimburse the City by assessing the cost of the arbitration to either party if the Arbitrator determines that the position taken by the party is frivolous.

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

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

(1) The amount of the rent increase both in dollars and as a percentage of the existing rent, how it was calculated, an itemization of all pass throughs and additional rent charges, information that explains and supports the level of increase proposed including, at a minimum, a summary of the owner's net operating income for the base year and the preceding 24 months and other relevant information that supports the level of rent increase desired, the effective date of the increase and that copies of the supporting documents shall be provided by the owner at no cost to the mobilehome owners' representative and be available to the mobilehome owners at the park's office for inspection and on the City's website;

(2) The name, address and telephone number of the Clerk or designee, a statement to inform the mobilehome owners to contact the Clerk or designee for an explanation of the provisions of this chapter, and that a roster of affected mobilehome owners can be requested from the Clerk; and

(3) A copy of the official petition form which is to be used for the process established by this chapter.

(B) Application/Petition Forms. The application or petition shall be filed with the Clerk on the form prescribed by the Clerk and must be accompanied by all supporting material necessary to support the request. The application and petition shall contain the following declaration: "I declare under penalty of perjury that the foregoing is true and correct." The application shall be dated and subscribed by the applicant(s) and shall state the place of execution.

(1) Within five working days of receipt, the Clerk shall complete a preliminary review of the application or petition. Applications or petitions which are incomplete will not be considered properly filed.

(2) No further action shall take place on applications or petitions which are not properly filed, and the Clerk may decline to accept such application and/or return them to the petitioner immediately after the preliminary review with a notice of the defects.

(3) When the Clerk determines that the application or petition is complete, the Clerk shall send a written notice of confirmation of receipt of a completed application or petition to the parties.

(4) In capital replacement proceedings and in government mandated capital expenditure and operating expense proceedings, affected mobilehome owners shall have 30 calendar days after receipt of the confirmation of the completed application to file with the Clerk a petition objecting to the rent increase signed by one adult tenant in at least 50 percent of the mobilehome spaces subject to rent control.

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

§2710: PROCEDURE FOR MEET AND CONFER.

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

§2711: PROCEDURES FOR ARBITRATION.

(A) The Clerk shall give written notice to the applicant or petitioners and mobilehome owner representative that the application/petition has been referred to arbitration.

(1) An Arbitrator shall be appointed in the following manner:

(a) The Clerk shall maintain a list of qualified arbitrators.

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

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

(B) Arbitration Determination.

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

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

(3) The Clerk shall provide the result of the Arbitrator's decision to the affected parties.

(4) The Arbitrator's decisions are final and not appealable to the City Council.

(C) Method to Determine a Fair Return.

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

(2) It shall be presumed that the net operating income produced by the property during the base year provided a fair return. An owner shall be entitled to rents to earn a just and reasonable return and to maintain and increase their base year net operating income in accordance with subsection (C)(4) of this section. This method is called maintenance of net operating income (MNOI) and shall be included in all applications.

(3) The applicant or the affected mobilehome owners may present evidence to rebut the presumption of fair and reasonable return based upon the base year net operating income. To make such a determination and in order to adjust to the base year net operating income, the Arbitrator must make the following finding:

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

(i) Substantial repairs were made due to damage caused by uninsured disaster or vandalism;

(ii) Maintenance and repairs were below accepted standards so as to cause significant deterioration of housing services;

(iii) Other expenses were unreasonably high or low notwithstanding prudent business practice; and

(iv) The rent in the base year was disproportionately low due to the fact that it was not established in an arms-length transaction or other peculiar circumstances.

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

(5) Net operating income of a mobilehome park means the gross income of the park less the operating expenses of the park.

(6) Gross income means the sum of the following:

(a) Gross space rents computed as gross space rental income at 100 percent occupancy (but excluding rent attributed to a space occupied by a park employee who receives the space rent free as part of the employee's compensation); plus

(b) Other income generated as a result of the operation of the park, including, but not limited to, fees for services actually rendered; plus

(c) All other pass through revenue received from mobilehome owners except capital pass throughs and gas and electric; minus

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

(7) Operating expenses means:

(a) Real property taxes and assessment;

(b) Advertising costs;

(c) Management and administrative expenses including the compensation of administrative personnel;

(d) Repair and maintenance expenses for the grounds and common facilities including, but not limited to, landscaping, cleaning and repair of equipment and facilities;

(e) In addition to the management expenses listed above, where the owner performs onsite managerial or maintenance services which are uncompensated, the owner may include the reasonable value of such services. Owner-performed labor shall be limited to five percent of gross income unless the Arbitrator finds that such a limitation would be substantially unfair in a given case. No credit for such services shall be authorized unless an owner documents the hours utilized in performing such services and the nature of the services provided;

(f) Operating supplies such as janitorial supplies, gardening supplies, stationery and so forth;

(g) Insurance premiums related to operation of the park prorated over the life of the policy;

(h) Payroll taxes, business, utility, license and permit fees;

(i) Dues;

(j) Consultant services for park operation and maintenance;

(k) All operating expenses must be reasonable and necessary. Whenever a particular expense exceeds the normal industry or other comparable standard, the owner shall bear the burden of proving the reasonableness of the expense. To the extent that an Arbitrator finds any expense to be unreasonable, the Arbitrator shall adjust the expense to reflect the normal industry or other comparable standard;

(l) There is a rebuttable presumption that expenditures in the current year are unreasonable to the extent that they substantially exceed the average of the current and past three years (each year's expenses shall be adjusted by the change in the CPI between that year and the final year of the four-year period);

(m) Operating expenses shall not include the following:

(i) Mortgage debt service expenses;

(ii) Land-lease expenses;

(iii) Depreciation;

(iv) Income taxes;

(v) Electric and gas expenses included in Section 739.5 of the California Public Utility Codes;

(vi) The cost of government mandated expenses (subsection 2703(C)), capital improvements (subsection 2703(D)), or capital replacements (subsection 6-66.040(F)).

(8) Notwithstanding any other provisions of the ordinance codified in this chapter, the Arbitrator is authorized to approve any rent increase that is constitutionally required by law to yield a fair return.

(E) Subpoenas. The parties may obtain the issuance and service of a subpoena for the attendance of witnesses or the production of other evidence at the arbitration hearing. Subpoenas shall be issued and attested by the Clerk.

Issuance of the subpoena must be obtained upon the filing with the Clerk of the City of an affidavit or declaration, under oath, setting forth the name and address of the proposed witness; specifying the exact things to be produced and the relevancy to the issues involved; and stating that the witness as the desired things in his/her possession or under his/her control.

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

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

No subpoena shall issue until after the parties have met and conferred as required in Section 2710.

(F) Increases for Capital Expense. Increases attributed to a capital expense, as approved by the Arbitrator to provide a park with a fair return, shall not be included in base rent. These increases must be separately itemized on the monthly rent invoice and terminate at the end of the approved amortized period. Advance approval and effective date of the increase shall be as allowed in subsection 2703(F)(1).

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

§2712: REFUSAL OF MOBILEHOME OWNER TO PAY ILLEGAL RENT.

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

§2713: DISCLOSURES.

An owner shall disclose to each prospective tenant the current and proposed base rent for the mobilehome space and the rental agreement options required

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

§2714: PROSPECTIVE MOBILEHOME OWNER—TENANCY 12 MONTHS OR LESS.

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

§2715: RENT STABILIZATION ADMINISTRATION FEES.

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

§2716: AMENDMENT.

Any amendment to this chapter shall require a prior public hearing before the City Council with notice thereof published in a newspaper of general circulation in the City at least 10 days prior to the hearing.

§2717: VIOLATION.

Every person who violates any provision of this chapter is guilty of a misdemeanor. This section shall not apply to the Arbitrator or officers or employees of the City.

SECTION TWO

1. **COMPLIANCE WITH CEQA.** The City Council finds that this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15061(b)(3) (there is no possibility the activity in question may have a significant effect on the environment.)

2. **SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby. The City Council hereby declares that it would have adopted this Ordinance and any section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

3. **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.

4. **MANDATORY REVIEW.** The City Council shall review this ordinance at the next regular City Council meeting occurring after the first anniversary of the Effective Date of this ordinance. The review shall consider whether the ordinance should be amended or repealed based on the City's experience of the implementation of the ordinance over that one year period.

Introduced by title only on October 6, 2010, by the following roll call vote:

AYES:	Councilmembers Landis, Rodin, Baldwin, and Mayor Thomas
NOES:	Councilmember Crane
ABSENT:	None
ABSTAIN:	None

Adopted on October 20, 2010, by the following roll call vote:

AYES:	Councilmembers Landis, Rodin, Baldwin, and Mayor Thomas
NOES:	Councilmember Crane
ABSENT:	None
ABSTAIN:	None

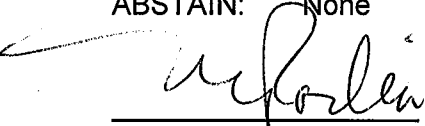
/s/ Benj Thomas, Mayor

ATTEST:

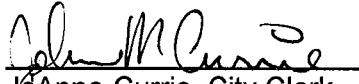
/s/JoAnne M. Currie, City Clerk

Re-adopted on January 5, 2011, by the following roll call vote:

AYES: Councilmembers Landis, Thomas, Baldwin, and Mayor Rodin
NOES: Councilmember Crane
ABSENT: None
ABSTAIN: None


Mari Rodin, Mayor

ATTEST:


JoAnne Currie, City Clerk

RESOLUTION NO. 2020-26**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION 2019-42 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS****WHEREAS:**

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

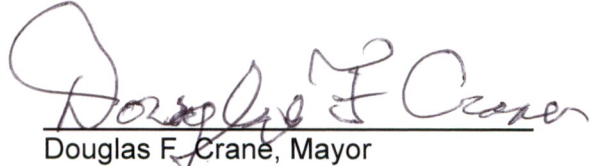
1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City's six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution 2019-42.

PASSED AND ADOPTED at a regular meeting of the City Council held on May 20, 2020, by the following roll call vote:

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



Douglas F. Crane, Mayor

ATTEST:



Kristine Lawler, City Clerk

EXHIBIT A

2020 COST ASSESSMENT FOR IMPLEMENTING RESOLUTION 2020/2021 RENT STABILIZATION FEES

Estimated Arbitration Costs:

TOTAL - \$9,450

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a \$450 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$450 at the low end to \$975 at the high end. The average hourly rate is \$712.50.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$712.50 = \$8,550+ \$900 (admin fee; assuming only two parties) for a total of \$9,450.

Estimated Administrative Costs:

TOTAL - \$1,850 (Using the higher rate of the two invoiced rates below and rounding)

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,000

(Note: only the actual expenses would be billed to the account)

Educational Outreach Costs: \$294 (rounded)

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send letters

If MHP owners are invoiced: \$556 (rounded and includes postage)

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = \$1.46 per space.

If MHP owners are not invoiced: \$201

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = .53 cents per space (rounded).

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS \$11,300.**

**Note – This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.*

***Note – This number is comprised as follows: Arbitration= \$9,450; MHP Owners invoiced= \$556; Educational Outreach= \$294; Attorney Fees = \$1,000.*



May 6, 2022

SUBJECT: Mobilehome Park Rent Stabilization Resource Information

Dear Mobilehome Park Residents,

This letter is an educational outreach, so that you are aware of your rights – per ordinance 1126 and resolution 2020-26 - as a mobilehome park resident.

In 2011, the Ukiah City Council adopted an ordinance to establish a mobilehome park rent stabilization. In an effort to assist mobilehome park residents to better understand how the rent increases, fees, and pass-through charges operate, a webpage was created on the City of Ukiah's website, which can be found at: <http://www.cityofukiah.com/mobile-home-park-rent-stabilization-2/>.

Mobilehome park residents are encouraged to explore the webpage, which contains the full ordinance and resolution that explains how the rent stabilization works. There are also links to annual correspondence sent to the mobilehome park owners regarding the October CPI index that determines the amount that can be charged for rent increases, and staff reports presented to the City Council explaining in detail how the yearly fees operate.

In respect to State legislation regarding COVID-19 as it relates to tenancy and protections, please see the following articles for more information:

Assembly Bill No. 2179:

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB2179

HansonBridgett Update Regarding Senior Housing and Care:

<https://www.hansonbridgett.com/Publications/articles/220405-5100-covid-tenant-protections>

The City Clerk's office is available to address any questions or concerns that you may have, and can be reached by email at klawler@cityofukiah.com, or by calling 707-463-6217.

Sincerely,



Kristine Lawler
City Clerk

RESOLUTION NO. ~~2020~~2022-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION ~~2019~~2020-42-26 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS****WHEREAS:**

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City's six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution ~~2019~~2020-~~42~~26.

PASSED AND ADOPTED at a regular meeting of the City Council held on May ~~20~~18, ~~2020~~2022, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

~~Douglas F. Crane~~Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk

Estimated Administrative Costs:**TOTAL - \$~~850~~870 (Using the higher rate of the two invoicing rates below)**

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,000*(Note: only the actual expenses would be billed to the account)***Estimated Arbitration Costs:****TOTAL - \$~~8,850~~10,400**

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a \$~~450~~500 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$450 at the low end to \$~~975~~1,200 at the high end. The average hourly rate is \$~~712.50~~825.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$~~712.50~~825 = \$~~8,550~~9,900 + \$~~900~~500 (admin fee; assuming only two parties) for a total of \$~~9,450~~10,400.

Educational Outreach Costs: \$~~294~~314

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send educational outreach letters

If MHP owners are invoiced: \$556 + postage

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = \$~~1.45~~1.46 per space.**If MHP owners are not invoiced: \$201**

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = .53 cents per space (rounded).

***Note** – This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS \$~~11,300~~12,270.

RESOLUTION NO. 2022-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION 2020-26 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS

WHEREAS:

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City's six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution 2020-26.

PASSED AND ADOPTED at a regular meeting of the City Council held on May 18, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk

Estimated Administrative Costs:**TOTAL - \$870 (Using the higher rate of the two invoicing rates below)**

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,000*(Note: only the actual expenses would be billed to the account)***Estimated Arbitration Costs:****TOTAL - \$10,400**

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a \$500 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$450 at the low end to \$1,200 at the high end. The average hourly rate is \$825.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$825 = \$9,900 + \$500 (admin fee; assuming only two parties) for a total of \$10,400.

Educational Outreach Costs: \$314

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send educational outreach letters

If MHP owners are invoiced: \$556 + postage

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = \$1.46 per space.**If MHP owners are *not* invoiced: \$201**

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = .53 cents per space (*rounded*).

***Note** – *This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.*

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS \$12,270.



AGENDA SUMMARY REPORT

SUBJECT: Consideration of Adoption of Resolution Appointing Zhao Qiu to the Diversity and Equity Standing Committee.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Kristine Lawler, City Clerk

ATTACHMENTS:

1. CC Reso 2020-59 - Establishing Equity and Diversity Standing Committee
2. Application
3. Nomination
4. Proposed Resolution

Summary: Council will review and consider adopting a resolution appointing Zhao Qiu to the Persons of Color position on the Diversity and Equity Committee.

Background: On October 7, 2020, the City Council adopted Resolution 2020-59 to establish an eleven (11) member Diversity and Equity Standing Committee, and set forth the procedure for filling vacancies (Attachment 1). The structure of the standing committee is designed to ensure optimal representation from the diverse demographic groups represented in the population of the City of Ukiah and the larger community living and working in the Ukiah Valley. The Standing Committee consists of eleven (11) members. The members consist of two members of the City Council and nine members of the city of Ukiah or the Ukiah Valley, including Redwood and Potter Valleys who serve or represent: individuals and families who are low income, persons with physical or mental disabilities, persons from the LGBTQA community, members of Native American tribes and communities in Mendocino County, members of the Hispanic/Latino community, persons of color, people whose primary language is not English, youth ages 21 and younger, and seniors 65 years and older.

Discussion: On January 6, 2022, the City Clerk's office received a resignation letter from L. Jani Sheppard, who was serving in the Persons of Color position on the Diversity and Equity Committee, and whose term doesn't expire until February 17, 2023. The Clerk's office noticed the vacancy starting on January 6, 2022. One application, from Zhao Qiu, has been received and has been vetted to meet the position requirements (Attachment 2), with no other applications having been received. Councilmember Crane has made a nomination for the appointment of Zhao Qiu (Attachment 3). Staff is recommending that Council adopt the proposed resolution (Attachment 4) appointing Zhao Qiu to the Diversity and Equity Standing Committee, to fill the unexpired term of L. Jani Sheppard.

Recommended Action: Adopt Resolution appointing Zhao Qiu to the Persons of Color position on the Diversity and Equity Committee, to fill the unexpired term of L. Jani Sheppard, which expires on February 17, 2023.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Traci Boyle, Management Analyst and Darcy Vaughn, Assistant City Attorney

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2020-59**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH CREATING EQUITY AND DIVERSITY STANDING COMMITTEE****WHEREAS:**

1. The population of the City of Ukiah and the larger community living in the Ukiah Valley who work and shop in the City of Ukiah consist of a diversity of demographic groups, including individuals and families who are low income, persons with physical or mental disabilities, persons from the LGBTQA community, members of Native American tribes and communities in Mendocino County, members of the Hispanic/Latino community, persons of color, people whose primary language is not English, youth 21 years and younger, and seniors 65 years and older; and
2. These different demographic groups face unique barriers to accessing employment and municipal services and have different needs affecting their receipt of municipal services than the general population; and
3. Other demographic groups exist in this area which are not specifically identified in this resolution, but the identified groups are believed to be the most substantial of such groups; and
4. If other such groups are identified as significant as a result of the Committee's work or otherwise, the membership of the Committee can be expanded to include them in the future; and
5. The City seeks to establish a standing committee of the City Council as a means to adopt written objectives to improve diversity and equity in the City's workforce and in the provision of municipal services; developing a written Action Plan to achieve those objectives; implementing and overseeing the Action Plan; providing an annual review and update to the City Council on the Committee's progress; and proposing revisions to the plan as necessary.

NOW, THEREFORE BE IT RESOLVED as follows:**1. CREATION**

There is hereby created a Standing Committee of the City Council known as the Equity and Diversity Standing Committee, which is an advisory body reporting to the City Council and to the City Manager and City Department Heads.

2. MEMBERSHIP; APPOINTMENT

The Equity and Diversity Standing Committee ("Committee") shall consist of eleven (11) members. The members shall consist of two members of the City Council and one member from each of nine organizations in the City of Ukiah or the Ukiah Valley, including Redwood and Potter Valleys, which serve or represent: (1) Persons with lived experience of poverty (currently or formerly living at or below the poverty level); (2) Persons with physical or mental disabilities; (3) Persons from the LGBTQA community; (4) Native American tribes and communities in Mendocino County; (5) Persons from the Hispanic/Latino community; (6) Persons of color (7) Persons whose primary language is not English; (8) Youth 21 years and younger; and (9) Seniors 65 years or older. In addition, committee members must either reside or work in the City of Ukiah. Members shall be appointed by the City Council based on written applications submitted by deadlines established by the City Council and any oral interviews the City Council may elect to conduct.

3. TERM OF OFFICE; VACANCIES

- A. Terms of Office. All appointments to the Committee shall be for a term of two (2) years during which the member serves and the will and pleasure of the City Council. Appointments to fill vacancies during a term of office shall be filled as provided in Section 1. The person appointed shall serve for the remainder of the term of that vacancy. Members whose terms expire may be reappointed to serve subsequent terms.
- B. Vacancies. Vacancies may occur as a result of the member's death or incapacity, resignation, no longer residing or working in the City, termination by the City Council with or without cause or failure of a member to attend three (3) meetings in any consecutive four-month period without the prior approval of the Committee.

4. DUTIES OF THE COMMITTEE

The Committee has the following responsibilities:

- 1. To recommend for consideration by the City Council and City Manager written objectives to improve diversity, equity, and inclusion within the City workforce and in providing municipal services.
- 2. To recommend for adoption by the City Council and City Management a written Action Plan to achieve the written objectives, which includes processes and procedures to be used by the City to improve equity and diversity in the City workforce and in its delivery of municipal services.
- 3. To oversee the implementation of the Action Plan.
- 4. To provide an annual review and update to the City Council on the Committee's progress.
- 5. To propose revisions to the Action Plan as necessary.

4. EXPENSES OF MEMBERS; NO COMPENSATION

The members of the Committee shall receive no compensation or reimbursement for expenses.

5. CHAIRPERSON; OFFICERS

The Committee shall elect a presiding officer to preside at special and regular meeting. City staff assigned by the City Manager shall provide support services, including preparation and posting of agendas, preparing minutes, staff reports and other documents as required for the conduct of the Committee's business.

6. COMMITTEE GOVERNANCE.

- A. Brown Act. The Committee shall comply with the Brown Act. Upon the first appointment of its members, it shall establish a meeting date and time for regular meetings and a procedure for placing

items on its agendas. Special meetings may be called by the Chairperson, City staff assigned to assist the Committee or by the Committee during a regular or special meeting.

- B. Parliamentary procedure. The Committee shall adopt any rules it considers necessary for the orderly conduct of its meetings which may, but are not required to, use all or any portion of Robert's Rules of Order or the City Council rules for conducting City Council meetings.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Ukiah on the 7th day of October, 2020 by the following roll call vote:

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

NOES: None

ABSTAIN: None

ABSENT: None



Douglas F. Crane, Mayor

ATTEST:



Kristine Lawler, City Clerk

CITY OF UKIAH
DIVERSITY AND EQUITY APPLICATION FOR APPOINTMENT

ATTACHMENT 2

A. General Information

Full Name	Zhao H. Qiu			Date	5/1/2022	
Residence Address (Physical Address, not PO)	[Redacted] Ukiah, CA 95482					
Mailing Address (if different from above)	[Redacted]					
Home Phone	[Redacted]		Work Phone	[Redacted]		
Email	[Redacted]		Cell Phone	[Redacted]		
Employer	Pinokeville Pomo Nation					
Business Address	327 N. State St, #204					
Job Title/Position	Project Director			Employed Since	2015	
How long have you resided in:	Ukiah?	1998	Mendocino County?	1998	California?	24
Please list the organization(s) you are with a member of and clearly identify the demographic group you wish to represent.	City of 1000 Buddhas, Asian/Chinese					

Languages spoken other than English: Mandarin

B. Please answer the following questions on a separate sheet of paper.

1. What is your understanding of the purpose, role, and responsibility of the Diversity and Equity Committee?
2. What is your understanding of/and ability to meet the responsibilities of committee members in regards to meeting attendance? (Can you attend regular committee meetings? Do you have any scheduling conflicts or are there any other circumstances that would prevent you from regular attendance?)
3. How do you believe your own skills, experience, expertise, and perspectives will be beneficial to the work of the Diversity and Equity Committee?
4. Diversity, Equity, and Inclusion are priorities for the City of Ukiah. Tell us about your experience working with diverse groups and how you would work to create an environment that is welcoming, inclusive, and increasingly diverse?
5. Are there any other City of Ukiah Committees/Commissions in which you are interested and on which you would be willing to serve?


 Signature of Applicant

5/1/22
 Date

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

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

Continually working to promote diversity, equity, transparency, and justice through the adoption and implementation of
 City practices, policies, and procedures.

Date: May 1, 2022

Re: Diversity and Equity Application for Appointment

Applicant Name: Zhao Qiu

1. What is your understanding of the purpose, role and responsibility of the Diversity and Equity Committee?

The Committee primary purpose is to promote opportunity for all individuals and groups in the City of Ukiah. The role and the responsibility of the committee include developing an action plan, reviewing policies, practices and procedures for equitable participation of all groups, ensuring equitable access for city services for all and review City of Ukiah's practices annually to evaluate the action plan's success.

2. What is your understanding of/ability to meet the responsibility of committee members in regard to meeting attendance?

I can make arrangement to attend the monthly meeting.

3. How do you believe your skills, experience, expertise and perspectives will be beneficial to the work of the Diversity and Equity Committee?

As an Asian American who was raised in China and immigrated to US in my twenties, I have the perspective of the 1st generation immigrant and ability to integrate into this big melting pot. For the last 2 decades, I have been actively engaged in the schools at the City of 10000 Buddha as a volunteer and mother of 3 children. My professional life evolves from a Project Coordinator to Tribal Administrator to Grants Administrator in the local Tribal Community over the same time span. I believe I can bring some cross-cultural experiences and skills in planning/project management/evaluation to the committee.

4. Diversity, Equity and Inclusion are priorities for the City of Ukiah. Tell us about your experience working with diverse group and how you would work to create an environment that is welcoming, inclusive and increasingly diverse?

City of Ukiah has a newly-adopted equity, diversity and inclusion action plan with wonderful aspirational goals and expected outcomes. My interest and possible contribution to the committee will be learning from other committee members, understanding their strengths and working with each other to meet the target date of each action under each goal or make adjustment when necessary.

5. Are there any other City of Ukiah Committees/Commissions in which you are interested and on which you would be willing to serve.

No.

MEMORANDUM

Date: May 12, 2022
To: Kristine Lawler, City Clerk
From: Douglas F. Crane, Councilmember
Subject: Nomination for Diversity and Equity Committee

I nominate Zhao H. Qiu for the Diversity and Equity Committee as a Persons of Color Representative, to be considered at the May 18, 2022, Regular City Council meeting.

Signature



RESOLUTION NO. 2022-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH APPOINTING ZHAO QIU TO THE DIVERSITY AND EQUITY STANDING COMMITTEE**

WHEREAS, on October 7, 2020, the City Council adopted Resolution 2020-59 to establish an eleven (11) member Equity and Diversity Standing Committee, and set forth the procedure for filling vacancies; and

WHEREAS, on January 6, 2022, the City Clerk's office received a resignation letter from L. Jani Sheppard, whose term expires on February 17, 2023; and

WHEREAS, the vacancy has been noticed since January 6, 2022; and

WHEREAS, the City Clerk's office has received an application from Zhao Qiu, which was vetted and determined to meet the position requirements; with no other applications having been received; and

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council does hereby appoint the following persons and terms:

BOARD/ COMMISSION	NAME	POSITION	TERM ENDING
Equity and Diversity Standing Committee	Zhao Qiu	Persons of Color	2/17/23 (filling the unexpired term of L. Jani Sheppard)

PASSED AND ADOPTED this 18th day of May, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Report of Purchase Order No. 47885 Issued to JM Integration for the Emergency Purchase of Repair Parts for the Waste Water Treatment Plant in the Amount of \$36,192.57.

DEPARTMENT: Water Resources

PREPARED BY: Mary Williamson, Buyer II

PRESENTER: Sean White, Water Resources Director

ATTACHMENTS:

1. City Manager Approval Letter
2. JMIntegration Invoice

Summary: Pursuant to Section 1522 of the Municipal Code, Staff is reporting to Council Purchase Order #47885 issued to JM Integration for the emergency purchase of repair parts for the WWTP in the amount of \$36,192.57.

Background: On the night of April 26th, the WWTP experienced a power outage caused by the failure of the utility main breaker. As a result, the WWTP was running on generator power until a replacement breaker could be sourced. Fleet Services contacted a number of vendors in an effort to secure a replacement, but due to supply chain issues none were available. A subsequent search was started with the help of Jack Miller of JM Integration, and the only Digitrips and Power Relay Modules available in the US were located. The WWTP was temporarily placed back online by utilizing parts from non-essential equipment and assistance from the Electric Utility. The replacement parts were received on the 27th and the plant was returned to normal configuration that day.

A purchase order was issued with the approval of the City Manager (Attachment A), in order to get these parts shipped as soon as possible and get the plant back up and running. A copy of the invoice from JM Integration is also provided here as Attachment B. That purchase order included two spares in case of future failure. Previous efforts to secure spares were unsuccessful due to supply chain issues.

Discussion: Staff placed the order with JM Integration, who was able to locate them for us, and recommends receiving this report of Purchase Order No. 47885 issued to JM Integration for the emergency purchase of repair parts for the Waste Water Treatment Plant (WWTP) in the amount of \$36,192.57

Recommended Action: Council will receive report of Purchase Order No. 47885 issued to JM Integration for the emergency purchase of repair parts for the Waste Water Treatment Plant (WWTP) in the amount of \$36,192.57

BUDGET AMENDMENT REQUIRED: NO

CURRENT BUDGET AMOUNT: 84027225.56120: \$97,214.86

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: 47885

COORDINATED WITH: Dave Kirch, Fleet Maintenance Supervisor

Approved: 
Sage Sangiacomo, City Manager

Mary Williamson

From: Sage Sangiacomo
Sent: Tuesday, April 26, 2022 12:35 PM
To: Dave Kirch; Mary Horger; Mary Williamson
Cc: Sean White; Tim Eriksen; Shannon Riley; Alan Hodge; Kristine Lawler
Subject: Emergency Authorization of Purchase of Parts for the Repair of Electrical Breakers at the Waste Water Treatment Plant

Please be advised, this notice provides my approval for the emergency and expedited purchase of all parts and services for the repair of the electrical breakers and associated systems at the Waste Water Treatment Plant as advised and directed by Dave Kirch. This authorization is necessary to maintain the continued operations of critical infrastructure and services provided at the facility. At the conclusion of the repair, Purchasing and Water Resources will need to complete the required reporting to the City Council at a future meeting.

<<Special Thanks to all members of the team that are working to resolve the issue>>

Sage Sangiacomo, ICMA-CM
 City Manager



300 Seminary Avenue
 Ukiah, CA 95482
 P) 707-463-6221
 C) 707-272-8283
 F) 707-463-6740
ssangiacomo@cityofukiah.com
www.cityofukiah.com
www.visitukiah.com

Continually working to promote diversity, equity, transparency, and justice through the adoption and implementation of City practices, policies, and procedures.

SERVICE	SAFETY	PROFESSIONALISM	INNOVATION	TEAMWORK
We inspire confidence in our organization and our team members by consistently providing exceptional service.	We strive to keep our community and our workplace safe and healthy.	We demonstrate professionalism through proficiency, reliability, and our drive to make opportunities happen.	We work to discover practical solutions, challenge prevailing assumptions, and create new ideas that prove useful.	We believe in creating an environment that fosters teamwork and processes that support equal opportunity, collaboration, and commitment to common goals.
OUR CORE VALUES				

JM Integration LLC
 250 Brookdale Drive
 Vacaville, CA 95687
 +1 8885368623
<https://www.jmintegration.com/>

Invoice**BILL TO**

City of Ukiah
 Attn: ACCOUNTS PAYABLE
 300 SEMINARY AVENUE
 UKIAH, CA 95482

SHIP TO

City of Ukiah
 Attn: ACCOUNTS PAYABLE
 300 SEMINARY AVENUE
 UKIAH, CA 95482

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
22147	05/06/2022	\$36,192.57	06/05/2022	Net 30	

SHIP DATE	SHIP VIA	TRACKING NO.	AGREEMENT NUMBER	PROJECT REFERENCE	PURCHASE ORDER NUMBER
04/27/2022	UPS NEXT DAY AIR	1Z1041XX0141923308	VERBAL	ELECTRICAL DEPT	UKIAH PO 47885

DATE	PRODUCT/SERVICE	QTY	RATE	AMOUNT
04/27/2022	11PLSIG EATON Digitrip 1150+ Used/Cleaned Tested PLSIG Programmers	6	3,960.00	23,760.00T
	2A11772G11 Power Relay Module Replacement for Digitrip 1150 24/48Vdc	6	1,440.00	8,640.00T

We appreciate your business. If you have any questions regarding this invoice contact us at (888) 536-8623 or jack.miller@jmintegration.com

SUBTOTAL	32,400.00
TAX	2,875.50
SHIPPING	917.07
TOTAL	36,192.57
BALANCE DUE	\$36,192.57

Note: Our terms are due and payable 30 days from date of invoice unless otherwise noted. If payment is not received by the 30th day, a 1.5% monthly service charge (18% annually) will be charged on all accounts past due.



AGENDA SUMMARY REPORT

SUBJECT: Letter of Interest to the State Water Resources Control Board (SWRCB) Regarding Consolidation of Municipal Water Providers.

DEPARTMENT: Water Resources

PREPARED BY: Sean White, Water Resources Director

PRESENTER: Sean White, Water Resources Director

ATTACHMENTS:

1. Letter of Intent to Consolidate Example Council

Summary: Council will consider approval of a Letter of Intent to the State Water Resources Control Board (SWRCB) regarding Consolidation of Municipal Water Providers.

Background: There are a number of municipal water providers in the greater Ukiah Valley, including the City of Ukiah, Willow County Water District (CWD), Millview CWD, Callpella CWD, and Redwood Valley CWD. Consolidation of these providers has been a long-time community goal.

Discussion: The SWRCB recently developed the Safe and Affordable Funding for Equity and Resilience (SAFER) program. A major goal of the SAFER program is to facilitate the consolidation of small water systems. As part of that program, the SWRCB is offering significant financial incentives to help fund the necessary infrastructure that would allow the interconnection and overall improvement of small systems into single resilient provider.

City Staff and City Council Water Ad Hoc members have been meeting with representatives of URRWA (Upper Russian River Water Agency) and the SWRCB to explore the concept of consolidation and better understand the SAFER program. After a series of positive and productive meetings, the next step is to submit a "Letter of Intent" to the SWRCB. The letter will allow staff from the SAFER Program to formally engage in discussions with the City and URRWA. The letter does not commit either the City or URRWA to any actions. URRWA approved submittal of a letter at its last board meeting.

Staff is recommending approval of a Letter of Intent (Attachment 1) to the State Water Resources Control Board (SWRCB) regarding Consolidation of Municipal Water Providers.

Recommended Action: Approve Letter of Intent to the State Water Resources Control Board (SWRCB) regarding Consolidation of Municipal Water Providers.

BUDGET AMENDMENT REQUIRED: NA

CURRENT BUDGET AMOUNT: NA

PROPOSED BUDGET AMOUNT: NA

FINANCING SOURCE: NA

PREVIOUS CONTRACT/PURCHASE ORDER NO.: NA

COORDINATED WITH: Water Ad Hoc (Jim Brown and Doug Crane)

Approved: 
Sage Sangiacomo, City Manager

May 10, 2022

Michelle Frederick, P.E.
Supervising Engineer, Division of Drinking Water
State Water Resource Control Engineer
1 Lower Ragsdale Dr., Suite 120
Monterey, CA 93940

Dear Michelle,

In January of 2022 the City of Ukiah was contacted by a representative of the State Water Resource Control Board (SWRCB) about potentially consolidating with adjacent water districts. Outreach highlighted opportunities for funding and incentives to help facilitate consolidation. As a result, the City of Ukiah attended the SWRCB Water System Partnership Workshop on February 16th, 2022. Following the workshop, the City of Ukiah had a series of meetings with staff and elected representatives from the Upper Russian River Water Agency (URRWA) to discuss the potential benefits of participating in the program.

The City of Ukiah has 5030 connections. URRWA is comprised of four water districts (Willow, Millview, Calpella, and Redwood Valley) with approximately 4,080 connections combined. URRWA is a JPA that was developed to facilitate consolidation amongst its members. The City of Ukiah has a large and diverse water supply, but there is no mechanism to share it at a regional scale. Currently the City of Ukiah and URRWA are only connected with emergency interties. However, there is an opportunity to combine all five entities into a single resilient system with additional infrastructure.

The City of Ukiah would like to express our intent to consider consolidating with URRWA. We are committed to representing the interests of our community to the best of our abilities in our conversations with URRWA about consolidation.

Please reply with your availability to meet and discuss funding process and next steps to initiate the consolidation process. We look forward to working with you in creating a sustainable regional solution.

Sincerely,

Jim Brown
Mayor



AGENDA SUMMARY REPORT

SUBJECT: Approval of the Purchase of Professional Design Engineering and Construction Management Services for the Suspended Air Floatation (SAF) and Screw Press at the Waste Water Treatment Plant from West Yost in the Amount of \$522,087.

DEPARTMENT: Public Works

PREPARED BY: Seth Strader, Administrative Analyst

PRESENTER: Sean White, Director of Water/Sewer

ATTACHMENTS:

1. Proposal - West Yost Scope - Solids Treatment

Summary: Council will consider approval of professional services for the design engineering and construction management of the Suspended Air Floatation (SAF) and screw press systems to be installed at the Waste Water Treatment Plant (WWTP).

Background: The City has recently purchased a Screw Press Dewatering System from FKC Co and a Suspended Air Floatation (SAF) Thickening System from Heron Innovators. Delivery of these systems is expected near the end of 2022. Engineering and construction management is needed to facilitate an efficient and smooth plant transition from the old equipment to the new.

Discussion: Staff at West Yost have been involved in various aspects of the City's Waste Water Treatment Plant for years and have a strong background in design and operation of the existing equipment. West Yost worked with Staff on comparing different replacement systems for the belt filter press and dissolved air floatation (DAF) and providing expertise on what systems would provide the best solution for the conditions experienced at the WWTP. West Yost would provide engineering and construction management services to bring the screw press and SAF online.

These services include detailed design, bid assistance (meetings, responding to RFI and addenda), engineering services during construction as well as project management and QA/QC as well as the development of an engineer's estimate for construction costs. Please see Attachment 1 for a copy of the proposal. Once engineering design and specification is completed, the construction project will be bid. Staff estimates that construction will begin before the end of 2022 and has a preliminary cost estimate of \$1,500,000 for both items.

An internal budget transfer will be performed to move excess funds currently approved and encumbered in the FY21/22 CIP under the screw press project to cover the outstanding \$241,920.75 shortfall currently in the SAF's current budget.

Recommended Action: Approve the purchase of Professional Design Engineering and Construction Management Services for the Suspended Air Floatation (SAF) and Screw Press from West Yost in the amount of \$522,087.

BUDGET AMENDMENT REQUIRED: NO

CURRENT BUDGET AMOUNT: 84027225.80100.18130: \$567,270.87 84027225.80100.18248: \$10,831.25

PROPOSED BUDGET AMOUNT: 84027225.80100.18130: \$269,326.00 84027225.80100.18248: \$252,752.00

FINANCING SOURCE: General Fund

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works, Sean White, Director of Water & Sewer and Jason Benson, Senior Engineer

Approved: 
Sage Sangiacomo, City Manager



1001 Galaxy Way
Suite 310
Concord CA 94520

925.949.5800 phone
530.756.5991 fax
westyost.com

May 9, 2022

SENT VIA: EMAIL

Mr. Jason Benson
Senior Engineer
Public Works
300 Seminary Avenue
Ukiah, CA 95482

SUBJECT: Proposal for Solids Improvements – SAF Thickening and Screw Press Installation

Dear Mr. Benson:

West Yost is pleased to submit this proposal for providing professional engineering services to support the City of Ukiah (City) with their Suspended Air Flotation (SAF) Thickening System Project and Screw Press Dewatering System Project (Project). The City is in the process of purchasing the SAF system from Heron Innovators and purchasing the Screw Press System from FKC. Delivery of those systems is expected by the end of the 2022. This proposal is based on using the shop drawings provided by the equipment manufacturers, our knowledge of the project and the plant, reusing existing drawings where available, and our recent discussions with you to develop Construction Documents for the Project.

SCOPE OF SERVICES

West Yost proposes to execute the Project under the following tasks:

- Task 1. Review Existing Background Information and Manufacturer Provided Equipment Submittals
- Task 2 and 3. Detailed Design (SAF and Dewatering)
- Task 4 and 5. Bid Period Assistance (SAF and Dewatering)
- Task 6 and 7. Engineering Service during Construction (SAF and Dewatering)
- Task 8. Project Management and QA/QC

The scope of work included in this proposal assumes there will be two separate bid packages and construction periods. The scope of work can be simplified and the fee reduced if the SAF and Dewatering unit were bid and constructed as one package.

Task 1. Review Existing Background Information and Manufacturer Provided Equipment Submittals

The purpose of this task is to review existing materials (site and building layouts) related to the solids thickening and dewatering areas and review the manufacturer equipment submittals.

Task 1 Assumptions

- Equipment manufacturers will provide shop drawings to be used for design of the SAF solids thickening and the screw press solids dewatering systems.
- The City will provide hydraulic and solids loading design criteria. West Yost will check the calculations used to develop the design criteria.

Task 1 Deliverables

- No deliverables are associated with this task.

Task 2. Detailed Design (SAF) and Task 3. Detailed Design (Dewatering)

The detailed design will consist of three submittals: 60 percent design, 90 percent design, and Final Contract Documents for bidding. The documents will be divided into two bid packages. The drawings that will be provided in the two bid packages are indicated in Table 1. A total of 62 drawings will be provided between the two bid packages.

Table 1. Drawing List						
No.	Drawing Title	Use Existing Drawing	60 Percent	90 Percent / Final	SAF Package	Dewatering Package
	General and Civil Drawings					
1	Title Sheet		X	X	X	X
2	Drawing List and Design Criteria		X	X	X	X
3	Abbreviations and Symbols		X	X	X	X
4	Equipment Naming, Pipe Designation System		X	X	X	X
5	Site Plan	X	X	X	X	X
6	Paving and Grading Plan – DAFT Area	X	X	X	X	
	Demolition Drawings					
7	Demolition 1 – DAFT Plan	X	X	X	X	
8	Demolition 2 – DAFT Sections	X	X	X	X	
9	Demolition 3 – Belt Filter Press Plan	X	X	X		X
10	Demolition 4 – Belt Filter Press Sections	X	X	X		X
	Structural Drawings					
11	General Notes		X	X	X	X
12	General Notes, Legend and Abbreviations		X	X	X	X
13	General Notes and Special Inspections		X	X	X	X
14	Structural Details – Concrete I			X	X	X
15	Structural Details – Miscellaneous I		X	X	X	X
16	Miscellaneous Concrete Slabs for Supports		X	X	X	X

Table 1. Drawing List						
No.	Drawing Title	Use Existing Drawing	60 Percent	90 Percent / Final	SAF Package	Dewatering Package
17	SAF – Plans and Sections		X	X	X	
18	SAF – Section and Details			X	X	
19	Dewatering – Foundation Plan and Sections		X	X		X
	Mechanical Drawings					
20	Mechanical Standard Details 1		X	X	X	X
21	Mechanical Standard Details 2		X	X	X	X
22	SAF Equipment Plan	X	X	X	X	
23	SAF Equipment Sections		X	X	X	
24	SAF Equipment Details 1		X	X	X	
25	Dewatering Temporary Unit Plan		X	X		X
26	Dewatering Plan	X	X	X		X
27	Dewatering Sections 1		X	X		X
28	Dewatering Sections 2 and Details			X		X
	Electrical Drawings					
29	General Notes, Symbols and Abbreviations		X	X	X	X
30	DAFT Demolition Plan	X	X	X	X	
31	SAF One-line Diagram	X	X	X	X	
32	SAF Building New Power Plan	X	X	X	X	
33	Dewatering Building Demolition Plan	X	X	X		X
34	Dewatering Building One-line Diagram	X	X	X		X
35	Dewatering Power Plan	X	X	X		X
36	Control Diagrams 1		X	X	X	X
37	Control Diagrams 2		X	X	X	X
	P&IDs					
38	Process Symbols		X	X	X	X
39	Instrumentation Symbols & Naming Systems		X	X	X	X
40	SAF Generator System		X	X	X	
41	SAF Chemical Systems		X	X	X	
42	Dewatering System		X	X		X
43	Dewatering Feed Pump Modifications					X
44	Dewatering Pump Modification					X

In addition to the drawing listed in Table 1, the following will also be prepared under Task 2/3:

- Specifications including Division 00 and approximately 40 technical specifications (Division 01 through 17) will be provided. The 60 percent submittal will include a draft of major equipment specifications. The 90 percent and final submittals will include a draft of all specifications.
- The 90 percent submittal will contain an opinion of probable construction cost (OPCC). The OPCC will be in accordance with the Association for the Advancement of Cost Engineers (AACE International).
- Each submittal will contain a construction sequencing plan.
- A review workshop will be held after the 60 percent submittal. West Yost will conduct the presentation and develop summary notes.

Task 2 and 3 Assumptions

- Existing pdf files will be used as background for drawings where possible.
- No surveying or geotechnical is required.
- Front-end contract documents will be developed by West Yost using EJCDC specifications, West Yost documents, or the City standard documents.
- Hazardous materials such as asbestos, lead, PCBs, etc. are not present.
- Scanned images of existing drawings will be used when available including for demolition and equipment installation
- A temporary dewatering unit will be provided by the contractor. A performance specification will be written.
- Existing thickened sludge pumps and dewatering sludge pumps will be reused.
- New SAF system including coagulation and acid/caustic chemical systems will be located in shipping containers.
- Electrical power for the SAF system will be from the DAFT Equipment Building and electrical power for the dewatering system will be from the existing Sludge Dewatering Facility Building.
- The SAF and Dewatering systems will be package systems controlled by a PLC provided by the equipment manufacturer. Signals back to the Plant's SCADA system will be limited and only include alarms and necessary monitoring information.
- The Contractor or equipment supplier will hire a SCADA and I&C integrator to complete the programming outside the manufacturer supplied PLC.
- Pipe supports will be designed by the Contractor.
- The City will be responsible for administrating and issuing bid documents to prospective bidders.

Task 2 and 3 Deliverables

- Design submittals for City review at the 60 and 90 percent design level.
- Review workshop agenda, presentation materials, and summary notes
- Sealed and signed bid documents

Task 4. Bid Period Assistance (SAF) and Task 5. Bid Period Assistance (Dewatering)

West Yost will provide support to the City during bidding under this task. West Yost will specifically perform the following services:

- **Pre-Bid Meetings:** West Yost will conduct a pre-bid meeting for each project. West Yost will prepare the meeting agenda, presentation materials, meeting minutes, and attendee list for each meeting. The meeting summary and attendee list will be included in the first addenda.
- **Respond to Bidder Questions:** West Yost will prepare responses to bidder questions during the bid period for each project.
- **Prepare addenda:** West Yost will prepare revised drawings, specifications, and issue addenda, as needed, during the bid period. West Yost has assumed that up to two (2) addenda will need to be prepared for this subtask
- **Review Bids and Recommend Award:** West Yost will review bids for compliance with specifications, totals of itemized costs, balance of bids, bid exceptions, and proposed alternates. West Yost will also provide a recommendation on award.

Task 4 and 5 Assumptions

- The City will be responsible for maintaining a list of bidders and distributing addenda and information to the list of bidders.
- Conformed documents are not included.

Task 4 and 5 Deliverables

- Pre-bid meeting agenda, presentation and meeting summary
- Addenda
- West Yost will provide email or phone call feedback regarding evaluated bids.

Task 6. Engineering Services during Construction (SAF) and Task 7. Engineering Services during Construction (Dewatering)

West Yost will provide engineering services during construction under this task. This task assumes that the solids treatment improvements will be constructed as two separate projects with two separate bid documents. This task includes the following services:

Submittals

West Yost will review Contractor submittals (e.g. shop drawings, product data, samples, operations and maintenance (O&M) manuals, etc.) for conformance with the design concepts and general compliance with the Contract Documents and provide review comments on a West Yost standard submittal review

form. Construction related submittals such as work plans, safety plans, stormwater pollution control plans, etc. will also be reviewed by West Yost. West Yost will also maintain a log listing each submittal and its status.

The budget assumes the West Yost team will provide responses to up to 40 submittals and re-submittals. Twenty submittals are assumed for the SAF unit and 20 submittals are assumed for the dewatering unit. The budget assumes approximately five hours per submittal review. The budget also assumes that the submittal review process will be conducted in PDF format.

RFIs

The West Yost team will review requests for information (RFIs) submitted by the Contractor and will provide responses to each RFI on a West Yost standard response form. If the response appears to have changed the contract scope, quality, or time, a potential change order (PCO) number will be assigned and used to track its resolution to closeout. West Yost will maintain a log listing each RFI and its status. A total of 20 RFIs at approximately three hours per RFI has been budgeted. Ten RFIs are assumed for the SAF unit and ten RFIs are assumed for the Dewatering unit.

Meetings

West Yost will conduct a pre-construction meeting for the SAF and Dewatering projects. West Yost will prepare an agenda, meeting materials, and meeting summary for each pre-construction meeting.

West Yost will prepare agendas and conduct bi-weekly virtually progress meetings with the general contractor, City staff, and other members of the project team to review overall progress, coordination, and communication related to safety, submittals, RFIs, changes, progress payments, coordination with plant operations, progress schedules, and quality. If other special meetings are necessary, West Yost will conduct the meetings and collect summaries of the discussions that occurred at the meetings. Open items will be tracked to completion. A total of 24 bi-weekly meetings at two hours per meeting has been budgeted. Twelve bi-weekly meetings are assumed for the SAF unit and twelve bi-weekly meetings are assumed for the Dewatering unit.

Site Visits

West Yost will complete six eight-hour site visits. Three site visits are assumed the SAF unit and three are assumed for the dewatering unit. Site visit reports will be developed that include a summary of the weather and conditions of the site, the type and quantity of equipment and manpower on-site, and a general description of the work performed. Photos of the work will be included with the report.

Weekly Reporting Review and Final Report Review

West Yost will review the weekly and final reports prepared by the general contractor. Comments and/or questions will be addressed to the general contractor.

Punch List and Final Inspection

West Yost will arrange a final inspection for each project once the general contractor requests Substantial Completion. The inspection will create a final punch list of work items remaining to be completed. The punch list will be transmitted to the general contractor with the decision on the

substantial completion request. The remainder of the contract will be to confirm that the items on the punch list have been addressed and any other remaining deliverables are received.

Task 6 and 7 Assumptions

- The construction schedule is assumed to be 24 weeks for each project.
- Submittal review comments and RFI responses will be provided on standard West Yost forms
- Site visits will be 8 hours each and includes travel time.
- Record drawings are not included.

Task 6 and 7 Deliverables

West Yost will provide the following:

- Preconstruction agenda, presentation and summary notes
- Submittal Log and Formal submittal responses (email)
- RFI Log and Formal RFI responses (email)
- Progress meeting and site visit notes (email)
- Final punch list

Task 8. Project Management and QA/QC

This task includes overall project management of scope, schedule, and budget; regular communication with City; coordination with subconsultants; quality assurance/quality control (QA/QC); and preparation of monthly progress reports and invoices.

Task 8 Deliverables

- West Yost will prepare monthly invoices and descriptions of services performed in electronic (PDF) format.

PROJECT BUDGET

West Yost's proposed level of effort and budget for each of the tasks described above is shown in Table 2. West Yost will perform the Scope of Services described above on a time-and-expenses basis, at the billing rates set forth in West Yost's attached 2021 Billing Rate Schedule, with a not-to-exceed budget of \$522,078. Any additional services not included in this Scope of Services will be performed only after receiving written authorization and a corresponding budget augmentation. Efforts are limited to the hours and budget defined in the Project Budget section of this proposal. Hours and budgets may be moved between tasks depending on the progression of work.

Table 2. Estimated Project Hours and Budget				
Task	West Yost Services		Subconsultant Services	Total Estimated Budget
	Level of Effort, hours	Estimated Budget		
Task 1. Review Existing Background Information and Manufacturer Provided Equipment Submittals	42	\$10,754	\$2,200	\$12,954
Task 2. Detailed Design (SAF)	564	\$119,370	\$23,540	\$142,910
Task 3. Detailed Design (Dewatering)	634	\$135,944	\$23,540	\$159,484
Task 4. Bid Period Assistance (SAF)	36	\$9,932	\$1,760	\$11,692
Task 5. Bid Period Assistance (Dewatering)	36	\$9,932	\$1,760	\$11,692
Task 6. Engineering Services during Construction (SAF)	199	\$50,404	\$18,150	\$68,554
Task 7. Engineering Services during Construction (Dewatering)	199	\$50,404	\$18,150	\$68,554
Task 8. Project Management and QA/QC	150	\$46,238		\$46,238
Total Project Hours and Budget	1,860	\$432,978	\$89,100	\$522,078

SCHEDULE

West Yost estimates the following durations for completing the tasks described in the Scope of Services. The task durations defined below may change depending on City timing and availability and the ability to obtain information.

Table 3. Proposed Schedule	
Task	Anticipated Schedule
Design	20 weeks
Bid Period	8 weeks
Construction	24 weeks (each project)

Jason Benson

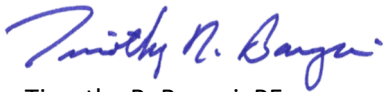
May 8, 2022

Page 9

Thank you for providing West Yost the opportunity to be of service to the City of Ukiah. We look forward to working with you on this important project. Please call if you have any questions or require additional information.

Sincerely,

WEST YOST



Timothy R. Banyai, PE

Managing Engineer

RCE #60715

Attachments: A. West Yost 2022 Billing Rate Schedule

B. Fee Worksheet

West Yost 2021 Billing Rate Schedule

2022 Billing Rate Schedule

(Effective January 1, 2022 through December 31, 2022)*



POSITIONS	LABOR CHARGES (DOLLARS PER HOUR)
ENGINEERING	
Principal/Vice President	\$318
Engineer/Scientist/Geologist Manager I / II	\$301 / \$315
Principal Engineer/Scientist/Geologist I / II	\$272 / \$289
Senior Engineer/Scientist/Geologist I / II	\$244 / \$256
Associate Engineer/Scientist/Geologist I / II	\$209 / \$224
Engineer/Scientist/Geologist I / II	\$168 / \$195
Engineering Aide	\$98
Field Monitoring Services	\$90
Administrative I / II / III / IV	\$86 / \$109 / \$130 / \$144
ENGINEERING TECHNOLOGY	
Engineering Tech Manager I / II	\$313 / \$315
Principal Tech Specialist I / II	\$287 / \$297
Senior Tech Specialist I / II	\$263 / \$275
Senior GIS Analyst	\$238
GIS Analyst	\$225
Technical Specialist I / II / III / IV	\$168 / \$191 / \$215 / \$240
Technical Analyst I / II	\$120 / \$144
Technical Analyst Intern	\$97
Cross-Connection Control Specialist I / II / III / IV	\$125 / \$136 / \$152 / \$170
CAD Manager	\$189
CAD Designer I / II	\$147 / \$166
CONSTRUCTION MANAGEMENT	
Senior Construction Manager	\$304
Construction Manager I / II / III / IV	\$185 / \$199 / \$211 / \$267
Resident Inspector (Prevailing Wage Groups 4 / 3 / 2 / 1)	\$162 / \$180 / \$201 / \$209
Apprentice Inspector	\$147
CM Administrative I / II	\$79 / \$106
Field Services	\$209

- Hourly rates include Technology and Communication charges such as general and CAD computer, software, telephone, routine in-house copies/prints, postage, miscellaneous supplies, and other incidental project expenses.
- Outside Services such as vendor reproductions, prints, shipping, and major West Yost reproduction efforts, as well as Engineering Supplies, etc. will be billed at actual cost plus 15%.
- The Federal Mileage Rate will be used for mileage charges and will be based on the Federal Mileage Rate applicable to when the mileage costs were incurred. Travel other than mileage will be billed at cost.
- Subconsultants will be billed at actual cost plus 10%.
- Expert witness, research, technical review, analysis, preparation and meetings billed at 150% of standard hourly rates. Expert witness testimony and depositions billed at 200% of standard hourly rates.
- A Finance Charge of 1.5% per month (an Annual Rate of 18%) on the unpaid balance will be added to invoice amounts if not paid within 45 days from the date of the invoice.

2022 Billing Rate Schedule

(Effective January 1, 2022 through December 31, 2022)*



Equipment Charges

EQUIPMENT	BILLING RATES
2" Purge Pump & Control Box	\$270 / day
Aquacalc / Pygmy or AA Flow Meter	\$28 / day
Emergency SCADA System	\$35 / day
Gas Detector	\$80 / day
Generator	\$39 / day
Hydrant Pressure Gauge	\$10 / day
Hydrant Pressure Recorder, Impulse (Transient)	\$55 / day
Hydrant Pressure Recorder, Standard	\$40 / day
Low Flow Pump Controller	\$75 / day
Powers Water Level Meter	\$32 / day
Precision Water Level Meter	\$19 / day
Stainless Steel Wire per foot	\$0.03 / day
Storage Tank	\$15 / day
Sump Pump	\$24 / day
Transducer Components (per installation)	\$23 / day
Trimble GPS – Geo 7x	\$220 / day
Tube Length Counter	\$22 / day
Turbidity Meter	\$22 / day
Vehicle	\$10 / day
Water Flow Probe Meter	\$20 / day
Water Quality Meter	\$27 / day
Water Quality Multimeter	\$185 / day
Well Sounder	\$30 / day

* This schedule is updated annually

Attachment B

Engineering and CM Fee Worksheet

West Yost Associates	P/VP \$318	EM/SM/GM I \$301 Banyai	AE/AS/AG I \$209 PE	EM/SM/GM I \$301 Electrical	PE/PS/PG II \$289 I&C	TS III \$215 Elect/I&C CAD	CAD II \$166 Mech CAD	ADM III \$130 WP	P/VP \$318 QC/QA	Labor		TJCAA	Costs		
										Hours	Fee		Sub. w/ markup 10%	Other Direct	Total Costs
										PROJECT: Solids Treatment Improvements					

Task 1	Review Background Data														
1.01 Review Existing Information		2	6	4	4	4				20	\$ 5,076	\$ 1,000	\$ 1,100		\$ 6,176
1.02 Review Manufacturer's Shop Drawings		4	6	4	4	4				22	\$ 5,678	\$ 1,000	\$ 1,100		\$ 6,778
Subtotal, Task 1 (hours)	0	6	12	8	8	8	0	0	0	42					
Subtotal, Task 1 (\$)		\$ 1,806	\$ 2,508	\$ 2,408	\$ 2,312	\$ 1,720					\$ 10,754	\$ 2,000	\$ 2,200		\$ 12,954

Task 2	Detailed Design (SAF)														
2.01 60 Percent Design		8	52	8	4	80	60	20		232	\$ 46,600	\$ 9,000	\$ 9,900	\$ 400	\$ 56,900
2.02 60 Percent Design Workshop		8	8	4	4			4		28	\$ 6,960			\$ 150	\$ 7,110
2.03 90 Percent Design		12	36	24	12	100	40	20		244	\$ 52,568	\$ 10,000	\$ 11,000		\$ 63,568
2.04 Final Design		8	12	4	4	8	16	8		60	\$ 12,692	\$ 2,400	\$ 2,640		\$ 15,332
Subtotal, Task 2 (hours)	0	36	108	40	24	188	116	52	0	564					
Subtotal, Task 2 (\$)		\$ 10,836	\$ 22,572	\$ 12,040	\$ 6,936	\$ 40,420	\$ 19,256	\$ 6,760			\$ 118,820	\$ 21,400	\$ 23,540	\$ 550	\$ 142,910

Task 3	Detailed Design (Dewatering)														
3.01 60 Percent Design		8	48	12	6	100	60	20		254	\$ 51,846	\$ 9,000	\$ 9,900	\$ 400	\$ 62,146
3.02 60 Percent Design Workshop		8	8	4	4			4		28	\$ 6,960			\$ 150	\$ 7,110
3.03 90 Percent Design		12	32	32	16	140	40	20		292	\$ 63,896	\$ 10,000	\$ 11,000		\$ 74,896
3.04 Final Design		8	12	4	4	8	16	8		60	\$ 12,692	\$ 2,400	\$ 2,640		\$ 15,332
Subtotal, Task 3 (hours)	0	36	100	52	30	248	116	52	0	634					
Subtotal, Task 3 (\$)		\$ 10,836	\$ 20,900	\$ 15,652	\$ 8,670	\$ 53,320	\$ 19,256	\$ 6,760			\$ 135,394	\$ 21,400	\$ 23,540	\$ 550	\$ 159,484

Task 4	Bid Period Assistance (SAF)														
4.01 Conduct Pre-bid Meeting		6								6	\$ 1,806			\$ 150	\$ 1,956
4.02 Respond to Contractor Questions		2	4	2	2					10	\$ 2,618				\$ 2,618
4.03 Develop Addenda		4	4	4	2		2			16	\$ 4,154	\$ 1,600	\$ 1,760		\$ 5,914
4.04 Review Bids		4								4	\$ 1,204				\$ 1,204
Subtotal, Task 4 (hours)	0	16	8	6	4	0	2	0	0	36					
Subtotal, Task 4 (\$)		\$ 4,816	\$ 1,672	\$ 1,806	\$ 1,156		\$ 332				\$ 9,782	\$ 1,600	\$ 1,760	\$ 150	\$ 11,692

Task 5	Bid Period Assistance (Dewatering)														
5.01 Conduct Pre-bid Meeting		6								6	\$ 1,806			\$ 150	\$ 1,956
5.02 Respond to Contractor Questions		2	4	2	2					10	\$ 2,618				\$ 2,618
5.03 Develop Addenda		4	4	4	2		2			16	\$ 4,154	\$ 1,600	\$ 1,760		\$ 5,914
5.04 Review Bids		4								4	\$ 1,204				\$ 1,204
Subtotal, Task 5 (hours)	0	16	8	6	4	0	2	0	0	36					
Subtotal, Task 5 (\$)		\$ 4,816	\$ 1,672	\$ 1,806	\$ 1,156		\$ 332				\$ 9,782	\$ 1,600	\$ 1,760	\$ 150	\$ 11,692

West Yost Associates	P/VP \$318	EM/SM/GM I \$301 Banyai	AE/AS/AG I \$209 PE	EM/SM/GM I \$301 Electrical	PE/PS/PG II \$289 I&C	TS III \$215 Elect/I&C CAD	CAD II \$166 Mech CAD	ADM III \$130 WP	P/VP \$318 QC/QA	Labor		TJCAA	Costs		
										Hours	Fee		Sub. w/ markup 10%	Other Direct	Total Costs
PROJECT: Solids Treatment Improvements															
Task 6	Engineering Services during Construction (SAF)														
6.01 Review Submittals		12	50	8				5		75	\$ 17,120	\$ 9,000	\$ 9,900		\$ 27,020
6.02 Respond to RFIs		6	20	4						30	\$ 7,190	\$ 4,500	\$ 4,950		\$ 12,140
6.03 Meetings		32								32	\$ 9,632			\$ 100	\$ 9,732
6.04 Site Visits		8	8							16	\$ 4,080	\$ 3,000	\$ 3,300	\$ 300	\$ 7,680
6.05 Review of Weekly Reports		12	12							24	\$ 6,120				\$ 6,120
6.06 Final Punch List		8	8	4	2					22	\$ 5,862				\$ 5,862
Subtotal, Task 6 (hours)	0	78	98	16	2	0	0	5	0	199					
Subtotal, Task 6 (\$)		\$ 23,478	\$ 20,482	\$ 4,816	\$ 578			\$ 650			\$ 50,004	\$ 16,500	\$ 18,150	\$ 400	\$ 68,554
Task 7	Engineering Service during Construction (Dewatering)														
7.01 Review Submittals		12	50	8				5		75	\$ 17,120	\$ 9,000	\$ 9,900		\$ 27,020
7.02 Respond to RFIs		6	20	4						30	\$ 7,190	\$ 4,500	\$ 4,950		\$ 12,140
7.03 Meetings		32								32	\$ 9,632			\$ 100	\$ 9,732
7.04 Site Visits		8	8							16	\$ 4,080	\$ 3,000	\$ 3,300	\$ 300	\$ 7,680
7.05 Review Weekly Reports		12	12							24	\$ 6,120				\$ 6,120
7.06 Final Punchlist		8	8	4	2					22	\$ 5,862				\$ 5,862
Subtotal, Task 7 (hours)	0	78	98	16	2	0	0	5	0	199					
Subtotal, Task 7 (\$)		\$ 23,478	\$ 20,482	\$ 4,816	\$ 578			\$ 650			\$ 50,004	\$ 16,500	\$ 18,150	\$ 400	\$ 68,554
Task 8	Project Management														
8.01 Project Coordination	16	80								96	\$ 29,168				\$ 29,168
8.02 QA/QC		6							48	54	\$ 17,070				\$ 17,070
Subtotal, Task 8 (hours)	16	86	0	0	0	0	0	0	48	150					
Subtotal, Task 8 (\$)	\$ 5,088	\$ 25,886							\$ 15,264		\$ 46,238				\$ 46,238
TOTAL (hours)	16	352	432	144	74	444	236	114	48	1,860					
TOTAL (\$)	\$ 5,088	\$ 105,952	\$ 90,288	\$ 43,344	\$ 21,386	\$ 95,460	\$ 39,176	\$ 14,820	\$ 15,264		\$ 430,778	\$ 81,000	\$ 89,100	\$ 2,200	\$ 522,078



AGENDA SUMMARY REPORT

SUBJECT: Consideration of 1) Adoption of an Initial Study and Mitigated Negative Declaration; and 2) Authorization to Issue a Demolition Permit for a Structure Over the Age of 50 Years Old at 101 South Main Street; File No. 21-6155 and 21-6623 - Continued Item from the May 4, 2022, Council Meeting.

DEPARTMENT: Community
Development

PREPARED BY: Michelle Irace, Planning Manager

PRESENTER: Michelle Irace, Planning Manager; Craig
Schlatter, Community Development Director

ATTACHMENTS:

1. Draft Minute Report for Agenda Item 11a, of the May 4, 2022, Council Meeting rev 5-16-22
2. May 4 2022 CC Staff Report (attachments omitted)
3. Initial Study & Mitigated Neg Dec, Rev May 11, 2022
4. Draft Findings
5. Draft Resolution to Adopt ISMND
6. Market Analysis Information Provided by the Applicant
7. 11a Correspondence Received - Todd Schapmire

Summary: As a continuation of the public hearing from the May 4, 2022, City Council meeting, Council will consider 1) adoption of an Initial Study and Mitigated Negative Declaration; and 2) authorization to the Building Official to issue a Demolition Permit for a structure located at 101 South Main Street, as recommended by the Demolition Review Committee.

Background: At the May 4, 2022 Council meeting, Council considered authorization to issue the Demolition Permit for 101 and 105 South Main Street, as well as approval of the Initial Study and Mitigated Negative Declaration (ISMND) for the Project. At this meeting, Council determined that the 105 South Main Street building has no historic significance (5-0 vote) under UCC Section 3016. As such, no further action by Council is needed for 105 South Main Street and the Demolition Permit for that building may be issued.

Regarding the building at 101 South Main Street, Council determined by a carried vote of 3-1-1 (with Mayor Brown dissenting and Councilmember Orozco abstaining) that the following UCC 3016(e) criteria apply to the building: 1) has special or particular quality such as oldest, best example, largest, or last surviving example of its kind- in this case, the pressed metal building element; and 2) exemplifies or reflects special elements of the City's cultural, social, economic, political, or architectural history- in this case, because it is the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce.

A Draft Minutes Report for Agenda Item 11a, of the May 4, 2022 meeting is included as Attachment 1. The May 4, 2022, Staff Report is included in Attachment 2. Pertinent attachments from the May 4 Staff Report that are related to the actions being considered by Council at this hearing (May 18) have been included in this Staff Report. The remaining May 4 Staff Report attachments and the full agenda packet may be found online by clicking on [this link](https://www.cityofukiah.com/meetings/) or by navigating to the May 4 meeting through the City's meetings webpage at: <https://www.cityofukiah.com/meetings/>.

After Council made the aforementioned determinations, there was discussion regarding next steps under UCC 3016 and the analysis contained within the ISMND. After further discussion, the item was continued to a date

certain of May 18, 2022, so Staff could further research the implications of Council's findings. Below is a discussion of findings and determinations made by Staff regarding the actions being considered by Council.

Discussion: Council will consider the following two actions: 1) adoption of the Initial Study and Mitigated Negative Declaration (ISMND); and 2) authorization to the Building Official to proceed with the issuance of the Demolition Permit for 101 South Main Street. The following actions should be considered concurrently.

Action 1, Adoption of the ISMND. The analysis in the ISMND found that the 101 S. Main St. building is historically significant due to its association with the commercial development in downtown Ukiah after the 1917 fire. While the 1999 update to the 1985 Historic Resources Survey of the City of Ukiah notes that the pressed metal clad building is “an excellent example of its type and the only one left in Ukiah,” the APD Preservation, LLC 2022 Historical Resource Evaluation found that the many changes to the building after it was reconstructed in 1921 disqualified it as architecturally significant. However, the evaluation determined that the building retains enough physical integrity to convey its early twentieth century commercial origins, which render it historic.” Accordingly, the 101 S. Main St. building qualifies as a local historic resource under the California Environmental Quality Act (CEQA) for its association with the 1917 fire and subsequent commercial development in central Ukiah. However, the analysis also states that the “dilapidated utilitarian building” is not architecturally distinctive. The ISMND proposes Mitigation Measure CUL-1, requiring photo documentation of the building to catalogue its existence and Mitigation Measure CUL-2, requiring an educational plaque to be erected on-site to acknowledge its historic significance related to the 1917 fire. With incorporation of these mitigation measures, impacts to cultural (historic) resources were found to be less than significant.

As noted in the Background above, at their May 4, 2022 meeting, Council found that the building qualifies as historic under UCC 3016(e), criteria 1) for being the only remaining building with metal clad siding; and 2) for being the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce. Because of these findings, Staff is proposing the following mitigation measure to replace Mitigation Measure CUL-2 (previously related to the building's associated with the 1917 fire):

CUL-2: The 101 South Main Street building shall not be demolished until there is a development proposal approved, in accordance with the Ukiah City Code and specifically, the Downtown Zoning Code. At the time of demolition, the pressed metal siding on the west and north portions of the building shall be salvaged to the extent feasible. Because the pressed metal is in several narrow strips and may not be in useable condition, salvaging all of the material as-is may not be feasible. Alternatively, new development shall be designed to incorporate a portion of the façade of the existing building. This may include using a portion of the pressed metal as an architectural feature, or using masonry brick or other materials and/or design components that are visually similar to pay homage to the building. New development shall require review by the Design Review Board and the Planning Commission, in accordance with the Downtown Zoning Code.

The proposed substituted CUL-2 also further mitigates the impact of demolishing the building that is associated with the 1917 fire rebuild efforts and association with agricultural commerce in the area. Additionally, Mitigation Measure CUL-1, requiring photo documentation, aids in lessening impacts from demolition and is not proposed to be revised. With incorporation of Mitigation Measure CUL-1 and the substituted CUL-2, impacts to historic resources would be less than significant. Under CEQA Guidelines Section §15074.1, Substitution of Mitigation Measures in a Proposed Mitigated Negative Declaration, if, prior to project approval, the City Council determines during the public review process that mitigations identified in the ISMND are infeasible or otherwise undesirable, it may delete those mitigation measures and substitute other measures that the City Council determines are more effective. This can be done at a public hearing that is combined with the public hearing on the project itself. Before substituting new mitigation measures for those in the ISMND, the City Council must adopt a written finding that the new measure is equivalent or more effective in mitigating or avoiding potential significant effects and that it in itself will not cause any potentially significant effect on the environment. Under this procedure no recirculation of the ISMND is required where the new mitigation measures are made conditions of or otherwise incorporated into the approval of the project.

The proposed substituted mitigation measure has been incorporated into the ISMND and Mitigation Monitoring

Reporting Program contained therein (dated May 11, 2022), which is included in **Attachment 3**. The Findings to Adopt the ISMND are included in **Attachment 4**, and the Resolution to adopt the ISMND is included in **Attachment 5**.

Action 2, Demolition Permit Review Process. In accordance with UCC 3016(g), the next step in the Demolition Permit process is for Council to consider whether a viable market exists for the 101 South Main Street building, taking into account the condition of the building, the probable cost to put the building into marketable condition, and the uses of the property allowed under existing or probable future zoning regulations. The Council shall consider such evidence offered by the applicant and any other information presented at the meeting by any interested party or by Staff, to determine whether or not a viable market exists. "Viable market" means that it is reasonably likely that the building could be sold within a commercially reasonable period of time for more than the seller would be required to invest in the purchase of the property and preparing the property for sale, or that the property could produce a reasonable return on the amount of money it would take to purchase the property and prepare the building for income producing purposes. "Reasonable return" means the average rate of return on real estate investments in the Ukiah Valley. Market Analysis information provided by the Applicant is included in **Attachment 6**.

Option A: If the Council finds, based on substantial evidence, that a viable market does not exist, the issuance of the permit shall be stayed for a period of 90 days. During that 90-day period, the City shall determine whether other alternatives to demolition exist, which are acceptable to the applicant, that would preserve the historic, architectural or cultural significance of the building. If no agreement is reached within the 90-day stay, the Building Official can issue the demolition permit. Here, if an agreement can be reached during the public hearing that satisfies the City Council and the applicant, they can mutually waive the 90-day stay in exchange for an enforceable commitment by the applicant to perform the mitigations proposed by the City Council. In this case, this can be accomplished by the Council and the Applicant agreeing to approve the ISMND with a finding by the City Council that the substitute mitigation (CUL-2) is more effective in mitigating the effect of demolishing the building on historic resources and will not by themselves cause any potentially significant adverse effect on the environment. Upon approval of this substitution, the City Council can vote to: 1) approve the ISMND with the substituted mitigation; and 2) authorize issuance of the Demolition Permit.

Option B: However, if the Council finds, based on substantial evidence that a viable market exists, the Building Official will be notified of Council's finding and the Demolition Permit shall not be issued. In this instance, the ISMND would not have to be approved, as CEQA is only required for projects that are approved (in this case, demolition with the aforementioned mitigation measures). Not more than once within any 12-month period, the applicant may submit a new application for a permit and the City Council may reconsider whether a viable market exists: 1) upon a showing by the applicant that market conditions have changed; or 2) based upon new information that in the exercise of reasonable diligence the applicant could not have produced at the first hearing. Approval of the ISMND could be reconsidered at that time.

Recommendation: Staff recommends the City Council adopt the ISMND with the substituted mitigation, and authorize issuance of the Demolition Permit for 101 South Main Street, based on the market analysis information provided by the applicant in **Attachment 6**, indicating that a viable market does not exist. Findings to adopt the ISMND and authorize the issuance of the Demolition Permit are included in **Attachment 4**, and the Draft Resolution to Adopt the ISMND is included in **Attachment 5**.

Recommended Action: Approve the Resolution adopting the ISMND with the substituted mitigation, and authorize issuance of the Demolition Permit for 101 South Main Street, based on the market analysis information provided by the applicant indicating that a viable market does not exist and consistent with Findings in Attachment 4.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: David Rapport, City Attorney; Craig Schlatter, Community Development Director

Approved: 
Sage Sangiacomo, City Manager

11. PUBLIC HEARINGS (6:15 PM)

a. Consideration of 1) Adoption of an Initial Study and Mitigated Negative Declaration; and 2) Authorization to Issue the Demolition Permit for Two Structures Over the Age of 50 Years Old at 101 and 105 South Main Street, as Recommended by the Demolition Review Committee; File No. 21-6155 and 21-6623.

Presenters: Craig Schlatter, Community Development Director and Michelle Irace, Planning Manager.

PUBLIC HEARING OPENED AT 7:32 P.M.

Public Comment: Todd Schapmire Jr., owner and Pinky Kushner.

PUBLIC HEARING CLOSED AT 7:47 P.M.

Motion by Councilmember Crane, Seconded by Councilmember Rodin to disapprove of the idea of demolishing the building.

The maker amended the motion to declare that the southern building is not significant and is acceptable to demolish.

Motion withdrawn by the maker and the second.

Motion by Councilmember Crane, Seconded by Councilmember Rodin to support demolition for 105 South Main Street, and finds that it does not qualify for special consideration [regarding historical value].

The maker and the second amended the motion to read:

Motion/Second: Crane/Rodin that the City Council finds that the building at 105 South Main Street has no historic architectural significance under the standards in Ukiah City Code (UCC) Section 3016. Motion carried by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Rodin/Crane to deem 101 South Main Street 'historic' because it meets two of the three criteria in 3016(e)[of the Ukiah City Code], by having a special or particular quality such as oldest, best example, largest, or last surviving example of its kind – in this case the metal clad; and 2) it exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, or architectural history because it is the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce. Motion carried by the following roll call votes: AYES: Crane, Rodin, and Dueñas. NOES: Brown. ABSENT: None. ABSTAIN: Orozco.

RECESS: 8:23 – 8:30 p.m. to consult with City Attorney and Staff.

Motion/Second: Crane/Rodin to continue this item to the May 18, 2022, City Council meeting at 6:15 p.m. Motion carried by the following roll call votes: AYES: Orozco, Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

12. UNFINISHED BUSINESS

a. Consideration of Authorization of City Manager to Execute a Grant Agreement with the Federal Aviation Administration, and Award of Bid for Spec. 21-06 Runway 15-33 Pavement Rehabilitation Phase 2, Contingent on Grant Offer to Complete the Runway 15-33 Width Reduction from 150 Feet to 75 Feet; and Install New Lighting (Construction); and Approval of Corresponding Budget Amendment.

Presenter: Greg Owen, Airport Manager.



AGENDA SUMMARY REPORT

SUBJECT: Consideration of 1) Adoption of an Initial Study and Mitigated Negative Declaration; and 2) Authorization to Issue the Demolition Permit for Two Structures Over the Age of 50 Years Old at 101 and 105 South Main Street, as Recommended by the Demolition Review Committee; File No. 21-6155 and 21-6623.

DEPARTMENT: Community
Development

PREPARED BY: Michelle Irace, Planning Manager

PRESENTER: Michelle Irace, Planning Manager; Craig
Schlatter, Community Development Director

ATTACHMENTS:

1. Application Materials
2. 101 & 105 S Main St Demo Permit_Final Draft ISMND 042522
3. Demolition Review Committee Minutes_122821
4. Draft Findings for Approval
5. Draft Resolution to Adopt ISMND
6. Public Hearing Comments Received as of 046522
7. Supplemental Market Analysis Info. Provided by the Applicant

Summary: City Council will consider 1) Adoption of an Initial Study and Mitigated Negative Declaration; and 2) authorization to issue a Demolition Permit for two structures located at 101 and 105 South Main Street, as recommended by the Demolition Review Committee. Both structures are over the age of 50 years old, and therefore, according to Ukiah City Code, the City Council must hold a public hearing to review and consider the historical and architectural significance of the structures before authorizing the Building Official to issue the Demolition Permit.

Background: The ±0.48-acre Project site (APN 002-231-01) is located at the corner of Perkins Street and South Main Street in downtown Ukiah. The parcel is developed with a parking lot and two buildings with separate street addresses: one ±3,328 sf building at 101 South Main Street; and one ±2,880 sf building at 105 South Main Street. A brief history of the buildings is provided below.

101 South Main Street. The existing building was originally constructed in 1921 as a hay barn. The building was constructed to replace the previous hay barn that was destroyed in the 1917 fire that began at a restaurant (currently occupied by a law firm at 116 South State Street, just south of the Ukiah Brewing Company) two blocks west of the site. The existing building was modified significantly between 1938 and 1963 when it was converted for use as a commercial retail establishment. Modifications made to the building during this time included replacing two open bays with windows, replacing the front doors, replacing and reconfiguring the awning, and installing an additional window. The false brick front that defines the building was also modified in 1938. The building currently houses the Dragon's Lair retail business.

The building is listed on the City of Ukiah's 1985 'Historic Resources Survey' (prepared by Historic Environment Consultants) as well as in the updated 1999 "City of Ukiah Architectural Survey" (prepared by P.S. Preservation Services). These documents (herein referred to as the City's "local historic inventories") identify the 101 South Main Street building as being listed on the State Register, and eligible for the National Register of Historic Places based on its architecture and "prominent" location. However, as described in detail throughout the Initial Study, after conducting extensive research on the matter, it has been clarified that this is

incorrect. According to the State Historic Preservation Office's (SHPO's) most recent classification system and database of historic buildings, also known as the "Built Environment Resource Directory" (updated March 2020), the building status code is "5S2", meaning that the local government has identified it as individually eligible for local listing. As such, the building is not listed on the State of California's inventory of historic resources or National Register of Historic Places. In 2020, a prospective buyer of the property hired a consultant (APD Preservation, LLC) to prepare Historic Resources Evaluation to evaluate the building's significance under the California Environmental Quality Act (CEQA). The Evaluation was later updated in 2022 for this Demolition Permit application after it was discovered that the State had updated their database of historic resources and the listing of the building was clarified. See Discussion Section of this Staff Report for more information.

105 South Main Street. According to the Mendocino County Assessor's records, the building that houses Tom's Glass repair shop is a warehouse that dates back to 1947. The building is a rectangular, approximately 2,880 sf one-story building located on the south side of the parcel and comprised of silver corrugated metal. This building is not included in either of the city's local historic inventories, nor is it listed in the State of California's inventory of historic resources or National Register of Historic Places.

On October 28, 2021, an application for a Demolition Permit to demolish both structures was submitted by the property owner. Application materials, including a location map and photos of the existing buildings, are included in **Attachment 1**. Demolition of the buildings is expected to take approximately three weeks during daylight hours, Monday through Friday. Although the property owner notes that he believes another commercial building/use is the best use of the site, no development is proposed at this time. A detailed Project Description is included within the ISMND, which is included in **Attachment 2** and further discussed in the Discussion Section below.

On December 28, 2021, the City's DRC reviewed the Demolition Permit, in accordance with Ukiah City Code Section 3016, which states that buildings more than 50 years old that are proposed for demolition that do not meet the exemption criteria of being either an immediate safety hazard, or an accessory building that is not listed on the local historic inventory, shall be reviewed by the DRC for their historical and architectural significance. Specifically, the following three criteria regarding the structure proposed for demolition shall be reviewed and the DRC shall make a recommendation to the Ukiah City Council (UCC 3016(e)):

- 1) Has a special or particular quality such as oldest, best example, largest, or last surviving example of its kind; or
- 2) Exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, or architectural history; or
- 3) Is strongly identified with persons or events significant in local, state, or national history.

The DRC found that the buildings did not meet any of the aforementioned criteria and recommended that the City Council authorize issuance of the Demolition Permit for 101 South Main Street (2-1 vote; one member absent) and 105 South Main Street (3-0 vote; one member absent). Minutes of the December 28, 2021, DRC meeting are included as **Attachment 3**. The meeting recording, Staff Report and associated documents, including department and agency referral comments, the Historic Evaluation prepared for the 101 South Main Street building (2020), and public comments received for the meeting can be found online at: <https://ukiahca.civicclerk.com/Web/Player.aspx?id=1323&key=-1&mod=-1&mk=-1&nov=0> , or can be accessed through the City's meetings webpage at: <http://www.cityofukiah.com/meetings/>.

Discussion: The UCC places the authority for adoption of the Initial Study and Mitigated Negative Declaration (ISMND), as well as authorization to the Building Official to proceed with the issuance of the Demolition Permit, with the City Council. Typically, standard construction activities requiring Building Permits (including Demolition Permits) are considered ministerial actions and do not require additional environmental analysis under the California Environmental Quality Act (CEQA). However, because UCC Section 3016 requires discretionary review of Demolition Permits for buildings over 50 years old and the 101 South Main Street building was listed on the city's local historic inventories, the Project was determined to require additional CEQA review. As such, regardless of the DRC's recommendation for the City Council to authorize issuance of the Demolition Permit based on their determination that the buildings do not meet the historic significance criteria listed in UCC

3016(e), additional environmental review was conducted. In accordance with CEQA, the Planning Division of the City of Ukiah Community Development Department prepared an Initial Study and Mitigated Negative Declaration (ISMND) for the Project. The Draft ISMND (State Clearinghouse No. 2022030389) was circulated for public review from March 14, 2022, through April 15, 2022. No public comments were received on the ISMND during the public review period. The Draft ISMND and noticing documents can be found online at: <http://www.cityofukiah.com/ceqa-review/>.

As described throughout the ISMND (**Attachment 2**), the Project would result in a less than significant impact to Aesthetics, Biological Resources, Energy, Geology and Soils, Greenhouse Gases, Hazards Materials, Land Use, Mineral Resources, Noise and Public Services; the Project would have no impact on Agriculture and Forestry Resources, Hydrology and Water Quality, and Population and Housing. However, the Project would have a potential impact to Air Quality, and Cultural/Tribal Cultural Resources if not properly mitigated. Specifically, activities associated with demolition over the three-week construction period could result in temporary direct significant impacts to Air Quality, but would be reduced to less than significant with the implementation of Mitigation Measures AQ-1 through AQ-3, requiring adherence to Mendocino County Air Quality Management District regulations.

Regarding Cultural (historic) Resources, the building located at 105 South Main Street is not located on a local, state, or federal historic register. Therefore, no impact to historic resources per CEQA would occur as a result of its demolition. However, as noted above, the building at 101 South Main Street is listed on the city's local historic inventories warranting additional analysis of its historic significance. A Historic Resource Evaluation was prepared by APD Preservation, LLC (updated January, 2022; Attachment A of the ISMND in **Attachment 2** of this Staff Report) to further research and evaluate the building's historic significance and the Project's impacts to historic resources under CEQA. In summary, the evaluation (2022) notes that although the building has some character-defining architectural features (such as the false brick front, metal clad siding, and "clipped" corner entrance), the building's architecture is not historically unique or significant. It also notes that the building "appears" to be significant for its association with post fire development after the 1917 fire and how the block functioned as a service hub for agricultural commerce in the region. The Draft ISMND incorporates information from the evaluation (specifically in Section V.5, Cultural Resources) and concludes that based on substantial evidence, including its listing in the city's local historic inventories, the building at 101 South Main Street qualifies as a historic resource under CEQA. The Draft ISMND proposes Mitigation Measure CUL-1, requiring photo documentation of the building to catalogue its existence and Mitigation Measure CUL-2, requiring an educational plaque to be erected on-site to acknowledge its historic significance related to the 1917 fire. Because the Project proposes to demolish the building that is not historically significant for its architecture, and does not propose new development at this time, the Draft ISMND found that these mitigation measures are considered adequate for reducing impacts to less than significant levels. As such, impacts to Cultural (historic) Resources were found to be less than significant with implementation of mitigation.

However, to ensure a comprehensive evaluation prior to the review of the City Council, Staff conducted additional specific research into UCC Section 3016 and the city's local inventory. Through this research, Staff found that the local inventories were never adopted by the City. Public Resource Code 5020.1(k) specifically defines "local register of historical resources" as a list of properties officially designated or recognized as historically significant by a local government pursuant to a local ordinance or resolution. Because the city's local historic inventories were never adopted by ordinance or resolution, the 101 South Main Street building does not meet the criteria listed in Public Resources Code Section 5020.1(k) to qualify as a significant historic resource under CEQA. To be sure, Staff consulted with the City Attorney regarding this determination, and the City Attorney affirmed this information per a verbal conversation on April 12, 2022. However, the Community Development Department recognizes the importance of the City's inventory as it relates to local history, and has a precedent of processing Demolition Permits for buildings listed on the inventory featuring local historic significance. As such, Staff finds the analysis in the Draft ISMND and proposed mitigation measures necessary and adequate for reducing potential impacts to historic resources under CEQA. Staff also found that when UCC Section 3016 was adopted (Ordinance 1014; 1998) it was intended to be an interim measure to protect historic buildings in the City until the City updates the local historic inventory and develops a historic preservation policy in place of UCC Section 3016. However, these actions have not been completed to date.

This information has been clarified in the Final Draft ISMND (**Attachment 2**), but no other changes have been made since publication of the Draft ISMND.

Per UCC Section 3016(g), Council shall conduct a public hearing to consider the recommendation of the DRC, and to determine if any of the criteria listed in subsection (e) apply to the buildings proposed for demolition. If the City Council determines that any one of the criteria applies, it shall make a corresponding finding to that effect. If the Council finds that the buildings do not meet the three criteria to establish the buildings as historic, the Council should make a finding to that effect, allowing the Demolition Permit to be issued by the Building Official. However, if the Council finds that any of the criteria in the aforementioned section is met, Council shall make a finding to that effect and also consider market analysis information provided by the applicant to determine if a market exists to pursue other options for acquiring or salvaging the building, while issuance of the Demolition Permit is stayed for 90 days. See UCC Section 3016(g) for more information: <https://www.codepublishing.com/CA/Ukiah/#!/html/Ukiah03/Ukiah0301-0300.html>.

Staff considered the DRC's determination that the buildings do not qualify for the criteria listed in 3016(e) and their recommendation to issue the Demolition Permit, together with the analysis in the ISMND, as well as the information found during the additional research conducted, and agrees that the buildings do not meet the criteria in 3016(e) for the following reasons. Because the 105 South Main Street building is not listed on the city's local historic inventories, and was unanimously determined by the DRC to not meet this criteria, the analysis below is specific to the 101 South Main Street building.

- Although the building is comprised of a particular type of metal that may no longer be common, construction of metal buildings is not uncommon today, and there are several other buildings with metal siding within the city that have a similar appearance. Similarly, the false brick front of the building may be uncommon; however, the downtown area contains several buildings that are comprised of masonry brick. Lastly, it is noted throughout the Historic Evaluation that with all things considered, the "dilapidated", "utilitarian" building is not considered historically significant for its architecture.
- The building has not been used for agricultural-related uses since 1961, and the building has been significantly altered as it was converted to retail. The building alone does not tell the story of historic agricultural practices and historic changes in land use patterns in and around Ukiah.
- Whereas the CEQA criteria that was analyzed within the Historic Evaluation and ISMND use the term "is associated", the UCC criterion being analyzed uses the term "strongly identified". As previously noted, the 1917 fire began two blocks west of the building and destroyed several buildings that were rebuilt over the next decade. The building is one of many buildings that was rebuilt over the decade following the fire. The city's local historic inventories mention the 1917 fire, but do not identify the building as being historically significant for this specific reason. The building has an association with the 1917 fire, but this does not exclusively qualify the building as being "strongly identified" with a significant local event.

For the reasons discussed above, Staff finds that the buildings do not meet the criteria for historic or architectural significance outlined in UCC Section 3016. Based on Staff's analysis, and the DRC's finding that the two buildings do not meet the criteria, and their recommendation to authorize issuance of the Demolition Permit, in addition to the CEQA analysis provided in the ISMND, and additional research regarding UCC Section 3016 outlined above, Staff recommends the City Council adopt the ISMND and authorize issuance of the Demolition Permit for the two structures located at 101 and 105 South Main Street. Findings to adopt the ISMND and authorize the issuance of the Demolition Permit are included in **Attachment 4** and the Draft Resolution to Adopt the ISMND is included in **Attachment 5**. Public correspondence received for this public hearing as of April 26, 2022, is included in **Attachment 6**. However, in the event Council determines either of the buildings to be historic per UCC Section 3016, supplemental market analysis has been provided by the applicant as **Attachment 7** for consideration. If the Council determines that the buildings do not meet the criteria listed in UCC Section 3016(b), Council need not consider this supplemental information.

Recommended Action: 1) Adopt the Initial Study and Mitigated Negative Declaration; and 2) Authorize

issuance of the Demolition Permit for two structures over 50 years old, located at 101 and 105 South Main Street, based on the Findings included with the Staff Report as Attachment 1.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved:


Sage Sangiacomo, City Manager

CALIFORNIA ENVIRONMENTAL QUALITY ACT

FINAL DRAFT INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION FOR DEMOLITION PERMIT FOR TWO BUILDINGS OVER 50 YEARS OLD 101 AND 105 SOUTH MAIN STREET



March 14, 2022
Last Revised May 11, 2022
SCH No: 2022030389

Prepared by:

**City of Ukiah
Community Development Department
Planning Division
300 Seminary Avenue, Ukiah, CA 95482**

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ATTACHMENTS

- A. Historic Resource Evaluation for 101 South Main Street

I. PROJECT INFORMATION

Project Title:
Demolition Permit to Demolish Two Buildings Over the Age of 50 Years Old
Lead Agency Address and Phone Number:
City of Ukiah 300 Seminary Avenue Ukiah, California 95482 (707) 463-6200
CEQA Contact Person and Phone Number:
Michelle Irace, Planning Manager City of Ukiah Community Development Department (707) 463-6203 mirace@cityofukiah.com
Applicant:
Todd Schapmire, Property Owner
Project Location: 101 and 105 South Main Street (APN 002-231-01)
General Plan Designation: Commercial (C) Zoning District: Urban Center (UC) within Downtown Zoning Code

II. PROJECT DESCRIPTION

1. Project Location

The ±0.48-acre Project site (APN 002-231-01) is located on the corner of Perkins Street and South Main Street in downtown Ukiah, approximately 0.5-mile west of U.S. Highway 101. Both Main Street and Perkins Street are developed with a mixture of commercial, residential and public uses. The parcel is developed with a parking lot and two buildings with separate street addresses: one ±3,328 sf building that has been occupied by the Dragon's Lair retail business (101 South Main Street); and one ±2,880 sf building that has been occupied by Tom's Glass repair service (105 South Main Street). **Figure 1** below provides a location map, **Figure 2** provides an aerial image of the Project site, and **Figures 3** and **4** depict the two existing buildings.

Figure 1, Project Location Map



Figure 2, Project Site Aerial Image



2. Environmental Setting and Background

The Project site is situated within the City of Ukiah, within the Ukiah Valley in central Mendocino County. The Ukiah Valley is located approximately 30 miles east and inland from the Pacific Ocean as the crow flies. The Ukiah Valley runs north-south for approximately nine miles, with a maximum width of three miles, and elevations varying from approximately 600-feet above mean sea level to approximately 3,000 feet in the hills surrounding the City. Vegetation communities in the Ukiah Valley include mixed oak, chaparral, and manzanita, with some sparse redwood groves. The Russian River enters the valley at the north end and runs south along the valley floor. This area is characterized by a Mediterranean climate; the winters are cool and wet, and the summers are hot and dry. Annual average temperatures for this region range from about 30 to 100 degrees Fahrenheit.

Ukiah is located along the Highway 101 corridor and near the east/west intersection of Highway 20, two hours north of the Golden Gate Bridge. Incorporated in 1876, Ukiah is the county seat and largest city in Mendocino County.

As noted above, the Project site is developed with two existing buildings and a paved parking lot. The parcel is accessed via a driveway from South Main Street, as well as a driveway located along Perkins Street. Additionally, there is a shared driveway that shares access with the adjacent parcel immediately to the east (225 East Perkins Street) that is currently occupied by Romi's Brew and BBQ (see Figures 2 through 4). For several decades, buildings on the parcel have been used for

commercial uses. Vegetation on the site is limited to the following: two California juniper shrubs, one Chinese pistache tree located against the 101101 South Main Street building (east side); blackberry bushes against the 105105 South Main Street building (east side) and four Valley oak trees approximately 14 to 60 ft away from the building. Additionally, large oak trees line the east side of the parcel but are located within the adjacent parcel (see Figure 3).

101 South Main Street (Dragon's Lair building). The Dragon's Lair building is located at the southeast corner of the parcel at the intersection of Perkins Street and South Main Street, fronting on both streets. The building consists of one story with a roughly rectangular footprint, and "chamfered" or "clipped" flat northwest corner to accommodate the primary entrance. It is comprised of red and peach colored pressed tin siding on west and north elevations and corrugated metal siding on the east and south elevations (see Figures 2-4). The existing approximately 3,328 sf building originally dates from 1921 and was included in the City of Ukiah's 1985 'Historic Resources Survey' (prepared by Historic Environment Consultants) and updated in 1999 by the "City of Ukiah Architectural Survey" (prepared by P.S. Preservation Services). According to the 1985 survey, the building was assigned a "5" status code, which includes buildings that are ineligible for the national register, but are identified as having historic importance at the local level. Specifically, the 1985 survey notes that the building is representative of a type of commercial structure common to its era that is a "rather rare survivor of the type in Ukiah, and is located prominently. Its surfacing materials and form create a rather strong image of past lifestyles." The 1999 survey was completed as an update to the 1985 survey, and reviewed each property's eligibility for the National Register of Historic Places. The 1999 survey notes that the building is vernacular commercial style and originally constructed in 1921 as a hay barn and feed store. The survey notes that the pressed metal clad building is "an excellent example of its type and the only one left in Ukiah", and was therefore assigned a "3S" status code, which is defined as appearing to be eligible for the National Register as an individual property through survey information. However, the 1999 survey does not provide additional information regarding the change in status from the 1985 survey.

Although the 1999 survey identifies the building as eligible for the National Register, this does not accurately depict the building's status. In order for a building to be listed on the National Register of Historic Places, a building must first be listed on the State Register. In order to be listed on the State Register the survey form completed by the local jurisdiction must be submitted to State of California's Office of Historic Preservation (SHPO) for review. SHPO then reviews the survey forms and determines if the building is eligible for listing on the State Register. Once listed on the State Register SHPO must submit a nomination form to the National Park Service for review and consideration. Upon extensive research, it was determined that Dragon's Lair building is not listed on either the State or Federal Registers. This is further supported by SHPO's most recent classification system and database of historic buildings, also known as the "Built Environment Resource Directory" (updated March, 2020), which identifies the building status code as "5S2", meaning that the local government has identified it as individually eligible for local listing. As such, the building is not listed on the State Register, nor is it identified as eligible for the National Register of Historic Places.

A Historic Resource Evaluation was prepared by APD Preservation, LLC (January, 2020; revised in January, 2022) to further research and evaluate the building's historic significance (**Attachment A**). The evaluation found that the original building was constructed in 1857 was replaced once in 1890 with a new hay barn but was destroyed during the 1917 fire that began at a restaurant (currently occupied by a law firm at 116 South State Street, just south of the Ukiah Brewing Company) two blocks west of the building. A new building was constructed in 1921 but was significantly modified between 1938 and 1963 when it was converted to retail. Modifications made to the building during this time included replacing two open bays with windows, replacing the front doors, replacing and reconfiguring the awning, and installing an additional window. The false front that most defines the building was

modified in 1938, but retains its basic early twentieth century appearance. During this time, the building was occupied by several feed stores, a cheese and wine store, and office/retail space. The existing Dragon's Lair retail business has been within the building since 1995. The evaluation (2022) notes that although it has some character-defining architectural features, the building's architecture is not historically significant. It also notes that the building is considered most significant for its association with post fire development after the 1917 fire and how the block functioned as a service hub for agricultural commerce in the region. The evaluation states, "The building appears to be significant for its association with the post-fire redevelopment of Ukiah. Its period of significance is 1921 (its inferred construction date), and the building retains enough physical integrity to convey its early twentieth century commercial origins, which render it historic. The dilapidated utilitarian building does not appear to be significant for its architectural merit." See Section V.5, *Cultural Resources*, for more information.

105 South Main Street (Tom's Glass building). According to the Mendocino County Assessor's records, the Tom's Glass building is a warehouse that dates back to 1947. The building is a rectangular approximately 2,880 sf one-story building located on the south side of the parcel and comprised of silver corrugated metal. There is a firewall between the Tom's Glass building and the building on the adjacent parcel located at 123 South Main Street (currently occupied by the Little Brown Bear business). However, the firewall was constructed as part of construction for 123 South Main Street (Little Brown Bear) and is not located within the boundaries of the Project site. As such, the firewall is not proposed for demolition. The Tom's Glass building is not included in either of the City's 1985 and 1999 historic inventories surveys, nor is it listed in the State of California's inventory of historic resources or National Register of Historic Places. Because the building is not listed in a local, state or national register, a detailed Historic Resource Evaluation was not prepared.

Per Ukiah City Code Section 3016(b), buildings over 50 years old proposed for demolition that do not meet the exemption criteria of being either an immediate safety hazard, or an accessory building that is not listed on the local historic inventory, shall be reviewed for their historic or architectural significance. Specifically, the City's Demolition Review Committee shall review the proposal and make a recommendation to the Ukiah City Council. Because the buildings do not meet the exemption criteria noted within the code, on December 28, 2021, the City's Demolition Review Committee reviewed the Project and voted to recommend demolition of both buildings to the City Council. See Section V.11, *Land Use and Planning*, for more information. This Initial Study is intended to analyze the impacts associated with demolition of the buildings, in accordance with CEQA. The Demolition Permit, together with this Initial Study, will be reviewed by City Council for final consideration. See Summary of Findings Section for information updated on May 11, 2022.

Figure 3, Views of Existing Buildings from Perkins St. (looking southwest)



Figure 4, Views of Existing Buildings from S. Main St. (looking northeast)



3. Project Components

The property owner proposes to demolish the existing buildings on-site. Standard demolition construction techniques and equipment including a mechanical ram, dump truck, pickup truck, excavator, backhoe, front end loader, bobcat & stinger for concrete demolition would be used. The existing buildings will be disassembled via mechanical means and by hand labor where necessary. Mechanical means will include large track-driven excavators with mechanical arms. On-site concrete pads and foundations will be demolished with mechanical rams. Demolished concrete and rebar will be off-hauled and recycled at a local rock quarry. Other demolished debris will be loaded into dump trucks staged on site. Dump trucks would off-haul debris and deliver to the Ukiah Transfer Station & Recycling Center, where metal materials would be recycled and non-recyclable materials would be disposed.

Demolition would take approximately three weeks with a crew of six construction workers. All work would be performed Monday through Friday, during daylight hours (between the hours of 7:00 a.m. and 7:00 p.m., depending on the season). Construction equipment would be staged on-site and all activities will be performed within the site boundaries. It is anticipated that two to three dump truck trips a day (Monday through Friday) would be necessary to transfer demolished materials for disposal and recycling. Construction equipment and trucks would utilize existing driveways and access routes on Main and Perkins Streets. No road closures are anticipated for the Project.

The existing Chinese pistache tree located on the south side of the building and the two Juniper shrubs located on the east side of the building would be removed for demolition, as they are located against the building and partially growing into the foundation. In addition, the blackberry would be removed. None of the oak trees on-site would be removed. Dust on the site will be minimized with the use of a

water truck. Although the property owner has noted that he believes another commercial building/use is the best use of the site, no development is proposed at this time.

The application was referred to departments and agencies with jurisdiction or interest in the Project, including the City of Ukiah Community Development Department- Building Official, City of Ukiah Police Department, City of Ukiah Public Works Department, City of Ukiah Electric Utility Department, Ukiah Valley Fire Authority, Mendocino County Air Quality Management District, Mendocino County Environmental Health Department, and the Mendocino County Historic Society. Comments and requirements identified by these entities have been included as Conditions of Approval for the permit and the applicant will obtain all necessary regulatory permits.

III. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

Purpose of the Initial Environmental Study: This Initial Study has been prepared consistent with CEQA Guidelines Section 15063, to determine if the Project, as proposed, would have a significant impact upon the environment.

The environmental factors checked below would be potentially affected by this Project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|--|--|--|
| ☐ Aesthetics | ☐ Agriculture & Forestry | ☒ Air Quality |
| ☐ Biological Resources | ☒ Cultural Resources | ☐ Energy |
| ☐ Geology / Soils | ☐ Greenhouse Gas Emissions | ☐ Hazards & Hazardous Materials |
| ☐ Hydrology/Water Quality | ☐ Land Use / Planning | ☐ Mineral Resources |
| ☐ Noise | ☐ Population / Housing | ☐ Public Services |
| ☐ Recreation | ☐ Transportation | ☒ Tribal Cultural Resources |
| ☐ Utilities/Service Systems | ☐ Wildfire | ☒ Mandatory Findings of Significance |

Summary of Findings: The Project site is developed with a parking lot and two buildings with separate street addresses: one ±3,328 sf building that has been occupied by the Dragon's Lair retail business (101 South Main Street); and one ±2,880 sf building that has been occupied by Tom's Glass repair service (105 South Main Street). Both of the buildings are more than 50 years old and are proposed for demolition; no new development is proposed. The Tom's Glass building at 105 South Main Street is not located on a local, state or national register for historic places. However, the Dragon's Lair building at 101 South Main Street is identified in the 1985 "Ukiah Historic Resource Survey" and the 1999 "City of Ukiah Architectural Survey" as a local historic resource, and is included in the State of California's "Built Environmental Resource Database (BERD)" with a designation of "5S2," meaning that a local government has recognized the resource as "eligible for local listing or designation." However, the building is not listed on the State Register or National Register of Historic Places.

Per Ukiah City Code Section 3016(b), buildings over 50 years old proposed for demolition that do not meet the exemption criteria of being either an immediate safety hazard, or an accessory building that is not listed on the local historic inventory, shall be reviewed for their historic or architectural significance. Specifically, the City's Demolition Review Committee shall review the proposal and make a recommendation to the Ukiah City Council. Because the buildings do not meet the exemption criteria noted within the code, on December 28, 2021, the City's Demolition Review Committee reviewed the Project and voted to recommend demolition of both buildings to the City Council. See Section V.11, *Land Use and Planning*, for more information. This Initial Study is intended to analyze the impacts associated with demolition of the buildings, in accordance with CEQA. The Demolition Permit, together with this Initial Study, will be reviewed by City Council for final consideration.

As described and analyzed throughout the Initial Study, impacts to Air Quality, Cultural and Tribal Cultural Resources could be significant. However, with the implementation of mitigation measures, all impacts would be reduced to less than significant. Specifically, temporary activities associated with

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Demolition Permit for Two Buildings Over 50 Years Old

101 and 105 South Main Street
Draft Initial Study and Mitigated Negative Declaration
City of Ukiah

demolition over the three-week construction period could result in direct significant impacts to Air Quality, but would be reduced to less than significant with the implementation of Mitigation Measures **AQ-1** through **AQ-3**, requiring adherence to Mendocino County Air Quality Management District regulations. The Tom's Glass building is not located on a local, state, or federal historic register. Therefore, no impact to historic resources would occur as a result of its demolition. However, because the Dragon's Lair building qualifies as a local historic resource under CEQA that would be demolished, the Project would result in a significant impact to that resource if not properly mitigated. **Mitigation Measure CUL-1** would require photo documentation of the building to catalogue its existence and **Mitigation Measure CUL-2** requires an educational plaque to be erected on-site to acknowledge its historic significance related to the 1917 fire. As such, impacts to historic resources would be **less than significant with implementation of mitigation**. The Project would result in either no impact, or less than significant impact to all other resources. See Section V, *Evaluation of Environmental Impacts*, for more information.

The Draft ISMND was circulated for public review from March 14, 2022 through April 15, 2022. No comments were received on the ISMND during the public review period. However, to ensure a comprehensive evaluation prior to the review and consideration of the ISMND by the City Council, City Community Development Department Staff conducted specific research into UCC Section 3016 and the City's local historic inventories (1985 and 1999). Through this research, Staff found that the local inventories were never adopted by the City. Public Resource Code 5020.1(k) specifically defines "local register of historical resources" as a list of properties officially designated or recognized as historically significant by a local government pursuant to a local ordinance or resolution. Because the City's local historic inventories were never adopted by ordinance or resolution, the 101 South Main Street building does not meet the criteria listed in Public Resources Code Section 5020.1(k) to qualify as a significant historic resource under CEQA. The City's Community Development staff consulted with the City Attorney regarding this determination, and the City Attorney affirmed this information per a verbal conversation on April 12, 2022. However, the City recognizes the importance of the local historic inventories as it relates to local history, and has a precedent of processing Demolition Permits for buildings listed on the inventory featuring local historic significance. As such, the Community Development Department finds the analysis and proposed mitigation measures contained within this ISMND necessary and adequate for reducing potential impacts to historic resources.

At the May 4, 2022 City Council meeting, Council considered authorization to issue the Demolition Permit for 101 and 105 South Main Street, as well as approval of the Initial Study and Mitigated Negative Declaration (ISMND) for the Project (dated April 25, 2022). At this meeting, Council determined that the 105 South Main Street building has no historic significance under UCC Section 3016 and the Demolition permit may be issued. Because of this finding, together with the analysis contained within the ISMND stating that the building has no historical significance, the mitigation measures noted herein are specific to 101 South Main Street.

Regarding 101 South Main Street, the Council determined that the following UCC 3016(e) criteria applies to the building: 1) Has special or particular quality such as oldest, best example, largest, or last surviving example of its kind-in this case the metal clad; and 2) Exemplifies or reflects special elements of the City's cultural, social, economic, political, or architectural history because it is the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce. Because of these findings, Staff is proposing the following mitigation measure to substitute Mitigation Measure CUL-2 (previously requiring an educational plaque):

CUL-2: The 101 South Main Street building shall not be demolished until there is a development proposal approved, in accordance with the Ukiah City Code, specifically the Downtown Zoning Code. At the time of demolition, the metal clad siding on the west and

north portions of the building shall be salvaged to the extent feasible. Because the metal clad is in several narrow strips and may not be in useable condition, using all of the material as is may not be feasible. Alternatively, new development shall be designed to incorporate a portion of the façade of the existing building. This may include using a portion of the metal clad as an architectural feature, or using masonry brick or other materials and/or design components that are visually similar to pay homage to the building. New development shall require review by the Design Review Board and the Planning Commission, in accordance with the Downtown Zoning Code.

The proposed substituted CUL-2 also further mitigates the impact of demolishing the building that is associated with the 1917 fire rebuild efforts and association with agricultural commerce in the area. Additionally, Mitigation Measure CUL-1, requiring photo documentation aids in lessening impacts from demolition and is not proposed to be revised. With incorporation of Mitigation Measure CUL-1 and the substituted CUL-2, impacts to historic resources would be less than significant. Under CEQA Guidelines Section § 15074.1, *Substitution of Mitigation Measures in a Proposed Mitigated Negative Declaration*, if, prior to project approval, the City Council determines during the public review process that mitigations identified in the ISMND are infeasible or otherwise undesirable, it may delete those mitigation measures and substitute other measures that the City Council determines are more effective. This can be done at a public hearing that is combined with the public hearing on the project itself. Before substituting new mitigation measures for those in the ISMND, the City Council must adopt a written finding that the new measure is equivalent or more effective in mitigating or avoiding potential significant effects and that it in itself will not cause any potentially significant effect on the environment. Under this procedure no recirculation of the ISMND is required where the new mitigation measures are made conditions of or otherwise incorporated into the approval of the project.

IV. DETERMINATION

On the basis of the initial evaluation that follows:

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

 X I find that although the proposed Project could have a significant effect on the environment, there will not be a significant effect in this case because mitigation measures and project revisions have been identified that would reduce all impacts to a less than significant level. A MITIGATED NEGATIVE DECLARATION will be prepared.

_____ I find that the proposed Project MAY have a significant effect on the environment. An ENVIRONMENTAL IMPACT REPORT is required.

_____ I find that the proposed Project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

_____ I find that although the proposed Project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed Project, nothing further is required.

Signature

Date

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V. EVALUATION OF ENVIRONMENTAL IMPACTS

The purpose of this Initial Study/Mitigated Negative Declaration (IS/MND) is to provide an analysis of the potential environmental consequences as a result of the proposed Project. The environmental evaluation relied on the following categories of impacts, noted as column headings in the IS checklist, in accordance with CEQA Guidelines Appendix G.

“Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.

Less Than Significant With Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact.”

“Less Than Significant Impact” applies where the Project would not result in a significant effect (i.e., the Project impact would be less than significant without the need to incorporate mitigation).

“No Impact” applies where the Project would not result in any impact in the category or the category does not apply. This may be because the impact category does not apply to the proposed Project (for instance, the Project Site is not within a surface fault rupture hazard zone), or because of other project-specific factors.

1. Aesthetics

AESTHETICS. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?	☐	☐	☒	☐
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	☐	☐	☒	☐
c) In nonurbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	☐	☐	☒	☐
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☒	☐

Significance Criteria: Aesthetic impacts would be significant if the Project resulted in the obstruction of any scenic vista open to the public, damage to significant scenic resources within a designated

State scenic highway, substantial degradation to the existing visual character or quality of the site and its surroundings from public views, or generate new sources of light or glare that would adversely affect day or nighttime views in the area, including that which would directly illuminate or reflect upon adjacent property or could be directly seen by motorists or persons residing, working or otherwise situated within sight of the Project.

Environmental Setting: Views of expansive hillsides, mostly within the County's jurisdiction, surround the City. Some hillsides are densely forested with evergreen trees, while others are relatively open in comparison, dominated by mature oak trees set amid scrub and grasslands. Specific to resources within the City limits, one of the most notable scenic resources are the Western Hills, rising above the valley floor on the west side of Ukiah. Views on the Valley floor within the City of Ukiah include those typical of existing residential and commercial development and the majority of the land within the City limits is previously developed. In addition, some views of agricultural land uses within the City limits, or immediately outside of City limits, are available.

Generally speaking, scenic vistas are typically described as areas of natural beauty with features such as topography, watercourses, rock outcrops, and natural vegetation that contribute to the landscape's quality. Noted throughout the City of Ukiah's 1995 General Plan are views of hillsides, open space areas and agricultural areas as scenic resources within the Ukiah Valley. Water in the form of creeks, streams, and rivers is often a prominent feature in the scenic landscape as well. The General Plan generally identifies U.S. Highway 101 through the entire Ukiah Valley as a local scenic corridor, but does not identify location-specific scenic resources within the City limits. According to the California Department of Transportation's (Caltrans) State Scenic Highway System Map, there are no designated state scenic highways within the vicinity of the Project. In addition, there are no highways identified as eligible for state designation. From the Project site, partial views Western Hills are available in the background to the west, while commercial and residential development within the downtown area development is visible in the foreground in all directions. Example views are shown in **Figures 5 and 6** below.

Figure 5, Views Facing West



Figure 6, Views Facing East



Discussion: (a and c) Less than Significant. As noted in the Project Description and shown in Figures 2-6, the Project site consists of a developed parcel with two buildings and a paved parking lot. The Tom's Glass building (105 South Main Street) is a rectangular one-story building located on the south side of the parcel and made of silver corrugated metal. The Dragon's Lair building (101 South Main Street) is located at the southeast corner of the parcel and intersection of Perkins Street and South Main Street, fronting on both streets. It is a one-story building with a roughly rectangular footprint, with "chamfered" or "clipped" flat northwest corner to accommodate the primary entrance. It is comprised of red/peach colored pressed tin siding on west and north elevations and corrugated metal siding on the east and south elevations. There is a painted mural of a dragon on the north side of the building and white columns painted on the east side. As noted in the Historic Resources Evaluation (2020; **Attachment A**), the building has some character defining features including the false front, irregular window placement, flat entrance on the northwest corner, and a gable roof. However, according to the Historic Resources Evaluation, "The dilapidated utilitarian building does not appear to be significant for its architectural merit." See Cultural Resources Section for more information.

Demolition of the buildings could result in temporary visual impacts from temporary construction equipment on-site and piled materials temporarily waiting for transport to the landfill. However, construction is anticipated to take approximately three weeks and occur during daylight hours, between 7:00 a.m. and 7:00 p.m. Demolition of the buildings would not have a substantial negative effect on available views of the nearest scenic resource, the Western Hills, as no new buildings are proposed that could potentially further restrict views of this resource. Once the buildings are demolished, the site would be cleared and remain vacant until a proposal for development is submitted by a future applicant and approved through the discretionary process. All new development would be subject to the requirements contained within the Downtown Zoning Code, a form-based code with design guidelines related to aesthetics. In addition, all new development would be reviewed by the City's Design Review Board.

For the aforementioned reasons, the Project would not result in a significant impact to scenic vistas and would not degrade the existing visual character of the site or vicinity. Impacts would be **less than significant**.

(c) Less than significant impact. Although the General Plan notes that U.S. Highway 101 provides scenic views throughout the Ukiah Valley, it does not provide specific information regarding these views within the City limits. In addition, U.S. Highway 101 is approximately 0.5 mi east of the Project and does not offer clear views of the Project site, nor existing buildings due to the distance and other development in the downtown area. Although three trees located against the Dragon's Lair building would be removed for demolition, the trees are not listed on the City's Heritage Trees list, nor are they noted as species that should be preserved within the Downtown Zoning Code (UCC Section 9229). In addition, all of the oak trees, which are identified as species that should be preserved, would remain.

As noted above in discussion a and c, the Project would not negatively impact existing views of the Western Hills, which are also available from the highway. Lastly, there are no designated state scenic highways within the vicinity of the Project, which is what is analyzed under this criterion. Therefore, the Project would not substantially damage scenic resources within view of a state scenic highway. For the aforementioned reasons, impacts would be **less than significant**.

(d) Less than significant impact. Existing development with reflective materials such as metal and windows, as well as street signs, and parked and moving vehicles are existing sources of glare during daylight hours. Street lights, vehicle headlights, and lighting associated with business in the vicinity of the Project are existing sources of light at nighttime. Construction would take place between daylight hours and would not occur outside of 7:00 a.m. and 7:00 p.m., depending on the season the work is conducted within. As such, the Project would not result in a new source of substantial light or glare which would adversely affect day or nighttime views. Impacts would be **less than significant**.

Mitigation Measures: None

2. Agriculture and Forestry Resources

AGRICULTURE AND FORESTRY RESOURCES. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☒
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	☐	☐	☐	☒
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	☐	☐	☐	☒
d) Result in the loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☒
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☒

Significance Criteria: The Proposed Project would have a potentially significant impact on agricultural resources if it would convert prime farmland to a non-agricultural use, conflict with a Williamson Act contract, or disrupt a viable and locally important agricultural use. The Project would have a potentially significant impact on forestry resources if it would result in the loss, rezoning or conversion of forestland to a non-forest use.

Environmental Setting: Early agricultural efforts in the Ukiah Valley included the raising of livestock, and the growing of various grains, hay, alfalfa, and hops. When the Northwestern Pacific Railroad was completed in 1889; prunes, potatoes, pears, and hops could be grown and sent to San Francisco and other regional markets. Wine grapes were planted, and irrigation was practiced on a small scale. Through the 1950s, hops, pears, prunes and grapes were the most widely planted crops in the Ukiah Valley. After the railroad was completed, lumber mills sprang up in the Ukiah Valley and became the major industry in Mendocino County as trains took redwood logs and processed boards south to the San Francisco region. Today, much of the active agricultural land is located on the Valley floor and lower elevations along the Russian River system. Only a limited percentage of the Valley's agricultural lands are currently protected under Williamson Act Agricultural Preserve contracts. According to the County of Mendocino's Public GIS system, there are no Williamson Act contracts within the Project site or immediate vicinity.

There are no zoning districts within the City limits for Agriculture or Timber Preserve. While there is an overlay for agriculture in the Zoning Ordinance, it is not applied over any parcel within the City limits. There are a small number of City parcels that have current agricultural uses such as existing vineyards. However, these are ongoing non-conforming uses within non-agricultural zoning districts. According to the California Department of Conservation Farmland Mapping & Monitoring Program, California Important Farmland Finder, the majority of lands within the City of Ukiah are identified as "Urban Built-Up Land".

Discussion: (a-e) No Impact. According to the California Department of Conservation Farmland Mapping & Monitoring Program, California Important Farmland Finder, the Project site is designated as "Urban Built-Up Land" and does not contain Unique Farmland, or Farmland of Statewide Importance. As such, the Project would not convert Farmland, conflict with existing zoning for agriculture or forest land, and would not involve changes to the environment that would result in the conversion of agricultural resources to non-agriculture uses. No impact would occur.

Mitigation Measures: None

3. Air Quality

AIR QUALITY. Where available, the significance criteria established by the applicable air quality management district or air pollution control district may be relied upon to make the following determinations.				
Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☒	☐	☐
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?	☐	☒	☐	☐
c) Expose sensitive receptors to substantial pollutant concentrations?	☐	☒	☐	☐
d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	☐	☒	☐	☐

Significance Criteria: The Proposed Project would have a significant impact to air quality if it would conflict with an air quality plan, result in a cumulatively considerable net increase of criteria pollutant which the Mendocino County Air Quality Management District (MCAQMD) has designated as non-attainment, expose sensitive receptors to substantial concentrations of air pollutants, or result in emissions that create objectionable odors or otherwise adversely affect a substantial number of people.

Environmental Setting: The Project is located within the North Coast Air Basin (NCAB), which includes Del Norte, Humboldt, Trinity, Mendocino, and northern Sonoma Counties, and is under the jurisdiction of the Mendocino County Air Quality Management District (MCAQMD). The area's climate is considered Mediterranean, with warm, dry summers and cooler, wet winters. Summer high temperatures average in the 90s with high temperatures on very warm days exceeding 105 degrees. Summer low temperatures range between 50-60 degrees. Winter high temperatures generally range in the 50s and 60s. The average annual temperature is 58 degrees. Winter cold-air inversions are common in the Valley from November to February.

Prevailing winds are generally from the north. Prevailing strong summer winds come from the northwest; however, winds can come from the south and east under certain short-lived conditions. In early autumn, strong, dry offshore winds may occur for several days in a row, which may cause air pollution created in the Sacramento Valley, Santa Rosa Plain, or even San Francisco Bay Area to move into the Ukiah Valley.

The MCAQMD, which includes the City of Ukiah and surrounding areas, is designated as non-attainment for the State Standard for airborne particulate matter less than 10 microns in size (PM¹⁰). Particulate matter (PM) has significant documented health effects. The California Clean Air Act requires that any district that does not meet the PM¹⁰ standard make continuing progress to attain the standard at the earliest practicable date. The primary sources of PM¹⁰ are wood combustion emissions, fugitive dust from construction projects, automobile emissions and industry. Non-attainment of PM¹⁰ is most likely to occur during inversions in the winter. Regulation 1 of the MCAQMD contains regulations (known as "Rules") to regulate particulate matter; these Rules prohibit activities that would result in the injury, detriment, or annoyance of a considerable number of people, or which endanger the health and safety of the public.

The MCAQMD also provides the following significance thresholds for construction emissions:

1. 54 pounds per day of ROG (reactive organic gas)
2. 54 pounds per day of NO_x (oxides of nitrogen as nitrogen dioxide)
3. 82 pounds per day of PM¹⁰ (particulate matter less than 10 microns in size)
4. 54 pounds per day of PM^{2.5} (airborne particulate matter with a diameter of 2.5 microns or less)
5. Best Management Practices for Fugitive Dust – PM¹⁰ and PM^{2.5}

Discussion: (a-d) Less than significant with mitigation. Typically, short-term construction related air quality impacts result from large projects requiring a significant amount of grading, demolition, or new construction that results in increased emission sand dust. Additionally, projects that require a large amount of vehicle trips and use of diesel equipment over an extended period (months) of time can result in air quality impacts. Long-term air quality impacts are typically from land uses that produce a significant amount of emissions, or sources of dust or other airborne irritants.

As described in the Project Description, standard demolition construction techniques and equipment including a mechanical ram, dump trucks, excavator, pickup truck, backhoe, front end loader, bobcat & stinger for concrete demolition would be used. The existing buildings will be disassembled via mechanical means and by hand labor where necessary. Mechanical means will include large track driven excavators with mechanical arms. On-site concrete pads and foundations will be demolished with mechanical rams. Demolished concrete and rebar will be off hauled and recycled at a local rock quarry. Other demolished debris will be loaded into dump trucks staged on site. Dump trucks would off-haul debris and deliver to the Ukiah Transfer Station & Recycling Center, where metal materials would be recycled and non-recyclable materials would be disposed of. Demolition would take approximately three weeks with a crew of six construction workers. All work would be performed during

daylight hours and would not occur outside of 7:00 a.m. and 7:00 p.m., depending on the season the work is conducted within.

The Project is anticipated to produce up to five dump truck trips per day to haul materials off-site, in addition to six vehicle trips for construction workers, for a total of 11 trips per day. Demolition activities including the use of diesel engine equipment would be subject MCAQMD regulations intended to address air quality impacts. Specifically, MCAQMD has a set of standard Best Management Practices (BMPs) for projects involving demolition, grading, construction, and the use of diesel engine equipment that could result in emissions or fugitive dust. These regulations have been incorporated into **Mitigation Measures AQ-1** and **AQ-2**. Additionally, demolition of all commercial buildings are subject to the requirements of MCAQMD Regulation 1, Rule 492, National Emission Standards for Hazardous Air Pollutants (NESHAPS) for asbestos. As required by **Mitigation Measure AQ-3**, prior to receiving a demolition permit from the City, the MCAQMD requires the applicant to complete an Asbestos Survey, submit the results to the MCAQMD, and obtain written authorization indicating that all requirements have been met.

The nearest “sensitive receptor” (includes schools, libraries, child care facilities, health care facilities, senior facilities, and residences) is the Mendocino County Library (Ukiah Branch), located at 105 North Main Street, approximately 68 ft (0.1 mi) north of the site. Additional sensitive receptors in the area include the following: residences including the Circle Trailer Park, located at 317 North Main Street, approximately 676 ft (0.13 mi) north of the site; a single-family residence located at 412 South Main Street, approximately 763 ft (0.14 mi) south of the site; and Adventist Health Ukiah Valley Hospital, located at 275 Hospital Drive, approximately 1,087 ft (0.21 mi) northeast of site. The nearest school is South Valley High School, located at 429 South Dora Street, approximately 1,880 ft (0.36 mi) southwest of the Project site.¹

Demolition activities have the potential to expose sensitive receptors to diesel particulate, fugitive emissions and dust. However, implementation of Mitigation Measures AQ-1 and AQ-3 below, the would reduce impacts to sensitive receptors over the three-week construction period. In addition, the Project would not exceed the construction thresholds established by the MCAQMD, and air quality impacts associated with short-term construction would be **less than significant with mitigation**. Because the Project does not propose new development, no impact would occur once demolition is complete.

The nature of operational air emissions is largely a cumulative impact. As a result, no single project is sufficient in size to, by itself, result in nonattainment of ambient air quality standards. Instead, a project’s individual emissions contribute to existing cumulatively significant adverse air quality impacts. The MCAQMD developed the operational thresholds of significance based on the level above which a project’s individual emissions would result in a cumulatively considerable contribution to the North Coast Air Basin’s existing air quality conditions. Therefore, a project that exceeds the MCAQMD operational thresholds would also be a cumulatively considerable contribution to a significant cumulative impact. However, because the Project does not propose new development that would result in operational emissions, no cumulative impact would occur.

Based on the aforementioned, air quality impacts would be **less than significant with mitigation**.

¹ Instilling Goodness Elementary appears on Google Earth as being located near the Mendocino County Superior Court House, located at 100 North State Street. However, it was confirmed that the school is located in Talmage approximately 2.5 miles southeast, and there are no classes at this location.

Mitigation Measures:

AQ-1: Diesel Engines – Stationary and Portable Equipment and Mobile Vehicles:

- a. All stationary onsite diesel IC engines 50 horsepower or greater (i.e. large power generators or pumps) or any propane or natural gas engines 250 horsepower or greater require a permit from the MCAQMD.
- b. Portable diesel-powered equipment that may be used are required to be registered with the state Portable Equipment Registration Program (PERP) or obtain permits from MCAQMD.
- c. Heavy duty truck idling and off-road diesel equipment or other diesel engine idling is limited to less than 5 minutes.

AQ-2: Grading Projects: All grading activities must comply with the following fugitive dust mitigation measures in accordance with District Regulation 1, Rule 1-430:

- a. All visibly dry disturbed soil road surfaces shall be watered to minimize fugitive dust emissions.
- b. Open bodied trucks shall be covered when used for transporting materials likely to give rise to airborne dust.
- c. All unpaved surfaces, unless otherwise treated with suitable chemicals or oils, shall have a posted speed limit of 10 mph.
- d. Earth or other material that has been transported by trucking or earth moving equipment, erosion by water, or other means onto paved streets shall be promptly removed.
- e. Asphalt, oil, water, or suitable chemicals shall be applied on materials stockpiles, and other surfaces that can give rise airborne dusts.
- f. All earthmoving activities shall cease when sustained winds exceed 15 mph.
- g. The operator shall take reasonable precautions to prevent the entry of unauthorized vehicles onto the site during non-work hours.
- h. The operator shall keep a daily log of activities to control fugitive dust.
- i. For projects greater than one acre or one mile of road not located within a Naturally Occurring Asbestos Area, prior to starting any construction the applicant is required to:
 - i. Submit a Large Area Grading permit application to the District.
 - ii. Obtain a final determination from the Air Quality Management District as to the need for an Asbestos Dust Mitigation Plan and/or Geologic Survey to comply with CCR sections 93106 and 93105 relating to Naturally Occurring Asbestos.
 - iii. Obtain written verification from the District stating that the project is in compliance with State and Local regulations relating to Naturally Occurring Asbestos.
 - iv. If the project is located within a Naturally Occurring Asbestos Area, additional mitigations shall be required.

AQ-3: Asbestos Survey. Demolition of all commercial buildings are subject to the requirements of MCAQMD Regulation 1, Rule 492, National Emission Standards for Hazardous Air Pollutants (NESHAPS) for Asbestos. Prior to receiving a demolition permit from the City, the applicant shall:

- a. Have an Asbestos Survey completed by a licensed Asbestos contractor for the presence of asbestos containing materials;
- b. Submit a completed Asbestos Demolition/Renovation form, all test results and applicable notification fees to the District at least 10 days prior to beginning the Project;
- c. Have asbestos containing materials abated by a licensed abatement contractor prior to beginning and demolition or renovation activities, if applicable; and
- d. Obtain written authorization from MCAQMD indicating that all requirements have been met prior to receiving the demolition permit.

4. Biological Resources

BIOLOGICAL RESOURCES. Would the project:	Significant Impact	Less Than Significant 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 Wildlife or U.S. Fish and Wildlife Service?	☐	☐	☐	☒
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	☐	☐	☐	☒
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☒
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?	☐	☐	☐	☒
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☐	☒	☐
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?	☐	☐	☐	☒

Significance Criteria: Project impacts upon biological resources would be significant if any of the following resulted: substantial direct or indirect effect on any species identified as a candidate, sensitive, or special status species in local/regional plans, policies, or regulations, or by the California Department of Fish and Wildlife (CDFW) or U.S. Fish and Wildlife Service (USFWS) or any species protected under provisions of the Migratory Bird treaty Act (e.g. burrowing owls); substantial effect upon riparian habitat or other sensitive natural communities identified in local/regional plans, policies, or regulations or by the agencies listed above; substantial effect (e.g., fill, removal, hydrologic interruption) upon state or federally protected wetlands; substantially interfere with movement of native resident or migratory wildlife species or with established native resident or migratory wildlife corridors; conflict with any local policies/ordinances that protect biological resources or conflict with a habitat conservation plan.

Environmental Setting: As noted in the Project Description, the Project site is located within the downtown area of Ukiah and surrounded by existing development. The site is developed with two buildings and a paved parking lot. Vegetation on the site is limited to the following: two California juniper shrubs (*Juniperus californica*), one Chinese pistache tree (*Pistacia chinensis*) located against the Dragon's Lair building (east side); Himalayan blackberry (*Rubus armeniacus*) against the Tom's Glass building (east side) and four Valley oak trees (*Quercus lobata*) approximately 14 to 60 ft away from the building. Additionally, large oak trees line the east side of the parcel but are located on the adjacent parcel (see Figure 4).

Discussion: (a-d & f) No impact. Databases queried for the presence of biological resources included the California Department of Fish and Wildlife California Natural Diversity Database (CNDDB) and the U.S Fish and Wildlife Service's (USFWS) Critical Habitat Mapper; these databases showed no biological resources including sensitive species, critical habitat, riparian habitat, sensitive natural communities, wildlife habitat corridors, water resources, or wetlands on the site, nor in the immediate vicinity. As such, the Project would have no impact on sensitive species, riparian habitat or wetlands. Additionally, because the site is fully developed and surrounded by development within the downtown area, there are no wildlife corridors going through the site and the Project would not impede the movement of wildlife. Lastly, there are no adopted Habitat Conservation Plans for the City of Ukiah, nor the larger Ukiah Valley that are applicable to the Project. As such, **no impact** to the aforementioned biological resources would occur.

Discussion: (e) Less than significant impact. The existing Chinese pistache tree and the two Juniper shrubs located on the east side of the Dragon's Lair building would be removed for demolition, as they are located against the building and partially growing into the foundation. In addition, the blackberry against the Tom's Glass building would be removed. None of the species that are proposed for removal are listed as sensitive species at the state or federal level. Additionally, they are not identified as Heritage Trees, nor species needing preservation within the City's Downtown Zoning Code (as identified in Tables 19 and 20 in Section 9229). None of the oak trees, which are listed as species that should be preserved in the Downtown Zoning Code, would be removed. As such, the Project would not conflict with any policy or plan intended to protect trees. **No impact** would occur.

Mitigation Measures: None.

5. Cultural Resources

CULTURAL RESOURCES. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?	☐	☒	☐	☐
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	☐	☐	☒	☐
c) Disturb any human remains, including those interred outside of dedicated cemeteries?	☐	☐	☒	☐

Significance Criteria: The proposed Project would significantly impact cultural resources if the significance of a historical or archaeological resource were substantially changed, or if human remains were disturbed. Historical resources under CEQA include historic-era architectural resources within the built environment such buildings, structures, and other objects. Archaeological and unique archeological resources can also be considered historical resources, according to CEQA Section 15064.5 and Section 21083.2(g).

Section 15064.5 states the term “historical resources” includes the following:

- 1) A resource listed in, or determined to be eligible by the State Historical Resources Commission, for listing in the California Register of Historical Resources (Pub. Res. Code § 5024.1, Title 14 CCR, Section 4850 et seq.);
- 2) A resource included in a local register of historical resources, as defined in section 5020.1(k) of the Public Resources Code or identified as significant in an historical resource survey meeting the requirements section 5024.1(g) of the Public Resources Code, shall be presumed to be historically or culturally significant. Public agencies must treat any such resource as significant unless the preponderance of evidence demonstrates that it is not historically or culturally significant;
- 3) Any object, building, structure, site, area, place, record, or manuscript which a lead agency determines to be historically significant or significant in the architectural, engineering, scientific, economic, agricultural, educational, social, political, military, or cultural annals of California may be considered to be an historical resource, provided the lead agency’s determination is supported by substantial evidence in light of the whole record. Generally, a resource shall be considered by the lead agency to be “historically significant” if the resource meets the criteria for listing on the California Register of Historical Resources (Pub. Res. Code § 5024.1, Title 14 CCR, Section 4852) including the following:
 - a. Is associated with events that have made a significant contribution to the broad patterns of California’s history and cultural heritage;
 - b. Is associated with the lives of persons important in our past;
 - c. Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values; or
 - d. Has yielded, or may be likely to yield, information important in prehistory or history.

Section 21083.2(g) identifies a unique archeological resource as an archaeological artifact, object, or site about which it can be clearly demonstrated that, without merely adding to the current body of knowledge, there is a high probability that it meets any of the following criteria:

- 1) Contains information needed to answer important scientific research questions and that there is a demonstrable public interest in that information.
- 2) Has a special and particular quality such as being the oldest of its type or the best available example of its type.
- 3) Is directly associated with a scientifically recognized important prehistoric or historic event or person.

Assembly Bill 52 (effective on July 1, 2015) requires that before a negative declaration, mitigated negative declaration, or environmental impact report for a project is prepared, the lead agency for the project must seek consultation with tribes associated with the location of the project. To receive referrals, each tribe must have previously made a written request to the lead agency in order to be

consulted on projects occurring in their geographic areas of interest. The Guidiville Rancheria of California is the only tribe that has made such request. As such, an AB 52 notice was sent to them on January 18, 2022. No responses were received.

Environmental Setting: The Ukiah Township lies in a valley of the Russian River, bounded on the north by Calpella Township, on the east by Lake County, on the south by Sanel Township, and on the west by Anderson Township. The City of Ukiah was first settled in 1856 by Samuel Lowry. Initially incorporated into Sonoma County, an independent Mendocino County government was established in 1859 with Ukiah as the chosen county seat. Logging, cattle, and agricultural ventures contributed to the early settlement and growth of Ukiah throughout the remainder of the 19th century and early 20th century. 1889 is the date recorded for the first arrival of the train to Ukiah, quickly resulting in increased settlement of the City and its environs. The City of Ukiah is within the territory of the Northern Pomo. Permanent villages were often established in areas with access to staple foods, often times along eco-tones (transitions between varying environments), with access to good water, and generally flat land.

The late 19th century saw slow growth in the community, with a slight decline after the turn of the century. The town grew steadily, though it remained a relatively remote outpost in the hinterlands of Northern California for several more decades. The area around the intersection of the current Perkins and Main streets was one of the earliest settlement locations for the town. Absalom Tidwell Perkins built a house for his family near the southwest corner of the current Perkins and Main streets, and built a feed stable on the Project site around 1857. By 1860, Ukiah had approximately 25 dwellings and a budding commercial district. Ukiah's sparse population and relative remoteness delayed the arrival of the railroad. In 1886 the Cloverdale and Ukiah Railroad was formed to extend north to Ukiah; and the line was completed in 1889, 20 years after it began in Petaluma in 1869. The improved transportation network did open up Mendocino County to greater commercial and industrial growth, though the population did not expand rapidly.

A 1906 earthquake damaged a number of Ukiah buildings, particularly in the commercial core, and considerable rebuilding and remodeling activity occurred after that time. Additionally, in June 1917, a fire began at a restaurant (currently occupied by a law firm at 116 South State Street) and strong winds pushed the flames east, encompassing the two blocks between State street to the railroad tracks, including the Project site. The area was rebuilt over the next decade.

The City contains a number of Colonial Revival and Craftsman style derivations, popular during this era, that reflect the community's prosperity. The City of Ukiah's 1985 "Historic Resources Survey" (prepared by Historic Environmental Consultants) that was updated in 1999 by the "City of Ukiah Architectural Survey" (prepared by P.S. Preservation Services) identified 23 properties with local historic importance within the City limits. Per Ukiah City Code Section 3016(b), buildings over 50 years old proposed for demolition that do not meet the exemption criteria of being either an immediate safety hazard, or an accessory building that is not listed on the local historic inventory, shall be reviewed for their historic or architectural significance. Specifically, the City's Demolition Review Committee shall review the proposal and make a recommendation to the Ukiah City Council. Per UCC Section 3016(e): *In reviewing proposed permits, and formulating recommendations to the city council, the demolition review committee shall consider any information provided during the meeting, and shall use the following criteria. The structure:*

- 1. Has a special or particular quality such as oldest, best example, largest, or last surviving example of its kind; or*
- 2. Exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, or architectural history; or*
- 3. Is strongly identified with persons or events significant in local, state, or national history.*

Per UCC Section 3016(f), if the Demolition Review Committee finds that any of the criteria listed in subsection (e) apply to the building proposed for demolition, it shall recommend denial of the permit to the City Council. This section of the UCC also describes procedures for review by the City Council.²

As detailed in the below analysis, the buildings do not meet the exemption criteria noted within the City code; and as such, on December 28, 2021, the City's Demolition Review Committee reviewed the Project and voted to recommend demolition of both buildings to the City Council. This Initial Study is intended to analyze the impacts associated with demolition of the buildings, in accordance with CEQA. The Demolition Permit, together with this Initial Study, will be reviewed by City Council for final consideration.

Discussion: (a) Less than significant with mitigation incorporated. Because the Tom's Glass building at 105 South Main Street is not located on a local, state or national register for historic places, demolition of it would not result in a significant impact to a historic resource. However, the existing Dragon's Lair building originally dates from 1921, and was included in the City of Ukiah's 1985 "Historic Resources Survey" (prepared by Historic Environmental Consultants) and updated in 1999 with the "City of Ukiah Architectural Survey" (prepared by P.S. Preservation Services). According to the 1985 survey, the building was assigned a "5" status code, which includes buildings that are identified as historic at the local level. Specifically, the 1985 survey notes that the building is representative of a type of commercial structure common to its era that is a "rather rare survivor of the type in Ukiah, and is located prominently. Its surfacing materials and form create a rather strong image of past lifestyles." The 1999 survey was completed as an update to the 1985 survey, and reviewed each property's eligibility for the National Register of Historic Places. The 1999 survey notes that the building is vernacular commercial style and originally constructed in 1921 as a hay barn and feed store. The survey notes that the pressed metal clad building is "an excellent example of its type and the only one left in Ukiah", and was therefore assigned a "3S" status code, which is defined as appearing to be eligible for the National Register as an individual property through survey information. However, the 1999 survey does not provide additional information regarding the change in status from the 1985 survey.

Although the 1999 survey identifies the building as eligible for the National Register, this does not accurately depict the building's current status. In order for a building to be listed on the National Register of Historic Places, a building must first be listed on the State Register. In order to be listed on the State Register, the survey form completed by the local jurisdiction must be submitted to State of California's Office of Historic Preservation (SHPO). SHPO then reviews the survey forms and determines if the building is eligible for listing on the State Register. Once listed on the State Register SHPO must submit a nomination form to the National Park Service for review and consideration.

Upon extensive research, it was determined that Dragon's Lair building is not listed on either the State or Federal Registers. This is further supported by SHPO's most recent classification system and database of historic buildings, also known as the "Built Environment Resource Directory" (updated March, 2020), which identifies the building status code as "5S2", meaning that the local government has identified it as individually eligible for local listing. As such, the building is not listed on the State Register, nor is it identified as eligible for the National Register of Historic Places. This is further supported by SHPO's most recent classification system and database of historic buildings, also known as the "Built Environment Resource Directory" (updated March, 2020), which identifies the building status code as "5S2", meaning that the local government has identified it as individually eligible for local listing. As such, the building is not listed on the State Register, nor is it identified as eligible for

²Ukiah City Code Section 3016 may be found online at:
<https://www.codepublishing.com/CA/Ukiah/#!/html/Ukiah03/Ukiah0301-0300.html>

the National Register of Historic Places. As described in the Summary of Findings in Section III of the ISMND, although it was discovered that the City's local historic inventories (1985 and 1999) were not adopted by resolution or ordinance (as defined Public Resources Code Section 5020.1(k) to qualify as a local historic resource), the City recognizes the importance of the City's inventory as it relates to local history, and has a precedent of processing Demolition Permits for buildings listed on the inventory featuring local historic significance. As such, the analysis and proposed mitigation measures contained herein are necessary and adequate for reducing potential impacts to historic resources.

A Historic Resource Evaluation was prepared by APD Preservation, LLC in January, 2022 (**Attachment A**), to further research and evaluate the building's historic significance. Under CEQA (Section 5024.1(c)), historic-era buildings older than 50 years are most commonly evaluated in reference to Criteria 1 (important events), Criteria 2 (important persons) or Criteria 3 (architectural value). To be considered eligible under these criteria the property must retain sufficient integrity to convey its important qualities. Integrity is judged in relation to seven aspects including: location, design, setting, materials, workmanship, feeling, and association. The Historic Resource Evaluation for the Dragon's Lair building provides an analysis of this criteria to determine if the building is historically or culturally "important" under CEQA. The evaluation (2022) found that the original building was constructed in 1857 and replaced once in 1890 with a new hay barn, but was destroyed during the 1917 fire that began two blocks west of the building. A new building was constructed in 1921 but was significantly modified between 1938 and 1963 when it was converted to retail (uses included several feed stores, a cheese and wine store, and other office/retail businesses). Modifications made to the building during this time included replacing two open bays with windows, replacing the front doors, replacing and reconfiguring the awning, and installing an additional window. The false front that most defines the building was modified in 1938, but retains its basic early twentieth century appearance. Dragon's Lair retail business has been at the location since 1995.

In conclusion, the evaluation determined that "the building appears to be significant for its association with the post-fire redevelopment of Ukiah (criterion 1). Its period of significance is 1921 (its inferred construction date), and the building retains enough physical integrity to convey its early twentieth century commercial origins, which render it historic." As such, the Dragon's Lair building qualifies as a local historic resource under the California Environmental Quality Act (CEQA) for its association with the 1917 fire. However, the analysis states that the "dilapidated utilitarian building" is not architecturally distinctive and does not possess high artistic values, and as such, does not appear to be significant for its architectural merit (criterion 3).

Because the Dragon's Lair building qualifies as a local historic resource under CEQA that would be demolished, the Project would result in a significant impact to that resource if not properly mitigated. As noted in the Summary of Findings Section of this ISMND, at the May 4, 2022 City Council meeting, Council found that the building qualifies as historic under UCC 3016(e), criteria 1) for being the only remaining building with metal clad siding; and 2) for being the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce. Because of these findings, the following mitigation measure is proposed to substitute Mitigation Measure CUL-2:

CUL-2: The 101 South Main Street building shall not be demolished until there is a development proposal approved, in accordance with the Ukiah City Code, specifically the Downtown Zoning Code. At the time of demolition, the metal clad siding on the west and north portions of the building shall be salvaged to the extent feasible. Because the metal clad is in several narrow strips and may not be in useable condition, using all of the material as is may not be feasible. Alternatively, new development shall be designed to incorporate a portion of the façade of the existing building. This may include using a portion of the metal clad as an architectural feature, or using masonry brick or other materials and/or design components that

are visually similar to pay homage to the building. New development shall require review by the Design Review Board and the Planning Commission, in accordance with the Downtown Zoning Code.

The proposed substituted CUL-2 also further mitigates the impact of demolishing the building that is associated with the 1917 fire rebuild efforts and association with agricultural commerce in the area. Additionally, Mitigation Measure CUL-1, requiring photo documentation aids in lessening impacts from demolition and is not proposed to be revised. With incorporation of these mitigation measures, impacts to historic resources would be less than significant with implementation of mitigation.

~~Under CEQA, feasible Mitigation associated with alteration or demolition of historic buildings is most commonly directly related to efforts for preserving the architecture and/or the building's appearance. However, because the Project proposes to demolish the building and does not propose new development at this time, mitigation measures related to architectural preservation are not appropriate. Instead, Mitigation Measure CUL-1 would require photo documentation of the building to catalogue its existence and Mitigation Measure CUL-2 requires an educational plaque be erected on-site to acknowledge the building's historic significance related to the 1917 fire. Because the Project proposes to demolish the building that is not historically significant for its architecture, and does not propose new development at this time, these mitigation measures are considered adequate for reducing impacts to less than significant levels. As such, impacts to historic resources would be less than significant with implementation of mitigation.~~

Discussion: (b) Less than significant impact. As noted in the City's General Plan Historic and Archeological Resources Element (1995), the Project site is not identified as an area of high cultural sensitivity- areas that are most typically culturally sensitive include those adjacent to streams, springs, and mid-slope benches above watercourses because Native Americans and settlers favored easy access to potable water. Because the Project site is fully developed with pavement and buildings, and the site does not have a high potential for cultural resources to occur, less than significant impacts would occur as a result of the Project. Additionally, construction of the Project will be required to adhere to CEQA Guidelines Section 15064.5 (e-f) which specifically addresses actions to be taken in the event that human remains or archeological resources are accidentally discovered during ground disturbing activities.

As noted above, in accordance with AB 52, a notification proving the opportunity for consultation was sent to the Guidiville Rancheria of California but no response requesting formal consultation was received. Based on the aforementioned, impacts to cultural and archeological resources would be **less than significant**.

Mitigation Measures:

CUL-1: Photo Documentation. Prior to issuance of the demolition permit, photo documentation of the Dragon's Lair building shall be required in order to catalogue its existence. The photo documentation shall be reviewed and approved by the Community Development Director and submitted to the Mendocino County Historic Society.

CUL-2: The 101 South Main Street building shall not be demolished until there is a development proposal approved, in accordance with the Ukiah City Code, specifically the Downtown Zoning Code. At the time of demolition, the metal clad siding on the west and north portions of the building shall be salvaged to the extent feasible. Because the metal clad is in several narrow strips and painted, using the material as is may not be feasible. Alternatively, new development shall be designed to incorporate the façade of the existing building. This may include masonry brick or other

materials that are visually similar to the existing west and north façade of the building. New development shall require review by the Design Review Board and the Planning Commission, in accordance with the Downtown Zoning Code.

CUL-2: Educational Plaque. ~~Prior to final completion of the demolition permit, an educational plaque shall be erected on-site to acknowledge the Dragon's Lair building's historic significance related to rebuild efforts after the 1917 fire. The plaque design and content, as well as the proposed placement, shall be submitted to the Community Development Director for review and approval. The plaque shall remain on-site if and when the site is developed in the future. If the plaque is proposed for relocation, the property owner shall receive written approval from the Community Development Director to do so.~~

6. Energy

ENERGY. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	☐	☐	☒	☐
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?	☐	☐	☒	☐

Significance Criteria: The Proposed Project would significantly impact energy if construction or operation of the Project would result in wasteful, inefficient or unnecessary consumption of energy resources or if the Project would conflict with a state or local plan for renewable energy or energy efficiency.

Environmental Setting: Recent legislature has urged the State of California to conserve energy resources and provide renewable and zero-carbon energy resources in place of fossil fuels for generating electricity in the state. Specific to construction projects, the California Air Resources Board (CARB) and the Environmental Protection Agency (EPA) contain standards to regulate energy consumption through Green Building Standards to ensure construction and operation does not result in wasteful, inefficient or unnecessary consumption of energy resources. In addition, current building codes require energy efficiency systems to be included in their plans for permit review. These building codes are regularly updated statewide through California Building Energy Efficiency Standards for Residential and Nonresidential Buildings (California Code of Regulations, Title 24, Part 6), commonly referred to as "Title 24" In general, Title 24 requires the design of building shells and building components to conserve energy, with standards to promote better windows, insulation, lighting, ventilation systems, and other features that reduce energy consumption in homes and businesses. The standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

Discussion: (a-b) Less than significant impact. Fossil fuels for construction vehicles and other energy-consuming equipment would be used during demolition. However, fuel energy consumed during demolition would be temporary and would not represent a significant demand on energy resources. Project construction equipment would also be required to comply with the latest CARB and

EPA engine emissions standards which require highly efficient combustion systems that maximize fuel efficiency and reduce unnecessary fuel consumption. Because no development is proposed, there would be no operational sources of energy consumed. All future development would be required to comply with the aforementioned regulations related to energy efficiency. With adherence to the aforementioned regulations, impacts from the Proposed Project related to energy consumption would be **less than significant**.

Mitigation Measures: None

7. Geology and Soils

GEOLOGY AND SOILS. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42?	☐	☐	☐	☒
ii) Strong seismic ground shaking?	☐	☐	☐	☒
iii) Seismic-related ground failure, including liquefaction?	☐	☐	☐	☒
iv) Landslides?	☐	☐	☐	☒
b) Result in substantial soil erosion or the loss of topsoil?	☐	☐	☒	☐
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	☐	☐	☐	☒
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?	☐	☐	☐	☒
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	☐	☐	☐	☒
f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☐	☐	☒

Significance Criteria: The Proposed Project would result in a significant impact to geological or soil resources if it exposed people or buildings to seismic risk; ruptured a known fault; produced strong seismic ground shaking, ground failure, liquefaction, landslides or substantial soil erosion; is located on expansive soil or unstable ground or create unstable ground; or destroyed a unique paleontological resource or geologic feature.

Environmental Setting: The Ukiah Valley is part of an active seismic region that contains the Maacama Fault, which traverses the Valley in a generally northwest-southeast direction, approximately 0.8-mi east of the City limits at its closest point. The Ukiah Valley is located within the North Coast Range geologic province, comprised of a geologic feature unique to California, the Franciscan Formation. The Franciscan Formation is comprised of serpentine, sandstone, and other sedimentary rocks. Based on California Geological Survey maps and the Background Report for the County of Mendocino General Plan Update (prepared by P.M.C., 2003), the City of Ukiah is outside of known areas of historic faults, Holocene Fault, Late Quaternary Fault and the Alquist-Priolo Earthquake Fault Zone. Because most of the lands within the City are generally flat, slope instability hazards are not a concern, with the exception of lands within the Western Hills.

Discussion: (a-d) No Impact. The Project site sits at approximately 627 feet in elevation and has a slight west to east slope. According to the U.S. Department of Agriculture, Natural Resources Conservation Service's Web Soil Survey, the soils within the Project site are characterized as "210-Urban Land", which is described as soils in highly populated areas containing largely built-out environments. In addition, according to the U.S. Geological Survey (USGS), the site does not contain expansive or unstable soils and is not susceptible to landslides, nor strong seismic ground shaking. The Project includes demolition of existing buildings, but will not include trenching or significant ground disturbing activities that would result in erosion or loss of topsoil because the existing foundation and paved site would remain. Lastly, no new development is proposed that would require the use of septic tanks or other waste water treatment facilities. For the above reasons, the Project would have **no impact** to geology and soils.

Mitigation Measures: None

8. Greenhouse Gas Emissions

GREENHOUSE GAS EMISSIONS. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☒	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☒	☐

Significance Criteria: The Project would have a significant effect on greenhouse gas emissions if it would generate greenhouse gas emissions (GHG), either directly or indirectly, that may have a significant impact on the environment; or conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of GHGs.

Environmental Setting: Climate change is caused by greenhouse gases (GHGs) emitted into the atmosphere around the world from a variety of sources, including the combustion of fuel for energy and transportation, cement manufacturing, and refrigerant emissions. GHGs are those gases that have the ability to trap heat in the atmosphere, a process that is analogous to the way a greenhouse

traps heat. GHGs may be emitted a result of human activities, as well as through natural processes. Increasing GHG concentrations in the atmosphere are leading to global climate change.

The state of California has adopted various administrative initiatives and legislation relating to climate change, much of which set aggressive goals for GHG emissions reductions statewide. Although lead agencies must evaluate climate change and GHG emissions of projects subject to CEQA, the CEQA Guidelines do not require or suggest specific methodologies for performing an assessment or specific thresholds of significance and do not specify GHG reduction mitigation measures. No state agency has developed binding regulations for analyzing GHG emissions, determining their significance, or mitigating significant effects in CEQA documents. Thus, lead agencies exercise their discretion in determining how to analyze GHGs. Because there are no adopted GHG thresholds applicable to the Project, and because the Project is considered “small scale”, meaning that it does not include new large buildings or components requiring significant construction that would result in increased GHGs, the below qualitative analysis is appropriate.

Pursuant to AB 32, on December 14, 2017, the California Air Resources Board (CARB) approved the current Climate Change Scoping Plan, *California's, 2017 Climate Change Scoping Plan* (2017 Scoping Plan Update). The 2017 Scoping Plan Update outlines the proposed framework of action for achieving the 2030 GHG target of 40 percent reduction in GHG emissions relative to 1990 levels. The Scoping Plan Update incorporates a broad array of regulations, policies, and state plans designed to reduce GHG emissions. These are largely related to operational emissions, which are not applicable to the Project. However, the Scoping Plan does include some regulations intended to reduce the amount of emissions related to construction equipment and vehicle trips applicable to the construction of the proposed Project. Most of these regulations are also incorporated into existing California Building Code regulations and other state laws applicable to operation of vehicles and equipment.

Discussion: (a-b) Less than significant impact. As described in Section V.3, *Air Quality*, demolition activities requiring the use of heavy equipment, tools (mechanical ram, dump truck, excavator, pickup truck, backhoe, front end loader, bobcat & stinger for concrete demolition) and vehicle trips (construction workers, equipment transportation, and dump truck haul trips) could result in direct GHG emissions. Demolition would take approximately three weeks with a crew of six construction workers. Demolition activities including the use of diesel engine equipment would be subject MCAQMD regulations intended to address air quality impacts and GHG emissions. Additionally, the proposed Project would not conflict with the regulations identified in the Scoping Plan Update to reduce energy use and transportation emissions, most of which are also incorporated into California Building Codes and state law. As a result, the proposed Project would not conflict with applicable Climate Change Scoping Plan strategies and regulations to reduce GHG emissions. With the temporary nature of demolition activities and adherence to the aforementioned regulations, impacts related to GHGs would be would be **less than significant**.

Mitigation Measures: None.

9. Hazards and Hazardous Materials

HAZARDS AND HAZARDOUS MATERIALS. Would the project:	Significant Impact	Less Than Significant 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?	☐	☐	☒	☐
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?	☐	☐	☒	☐
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☐	☒
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?	☐	☐	☐	☒
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 or excessive noise for people residing or working in the project area?	☐	☐	☒	☐
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☒	☐
g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?	☐	☐	☒	☐

Significance Criteria: The Project would result in significant hazards or hazardous materials impacts if it exposed people to hazardous materials or placed them into hazardous situations; if it released hazardous materials or emissions into the environment or within 0.25 miles of a school; if it is located on a listed hazardous materials site; if it would create a hazard due to its proximity to a public airport or private airstrip; if it would create excessive noise for people in the area; if it would interfere with an emergency response or evacuation plan; or if it would expose people or structures to significant risks due to wildland fire.

Environmental Setting: Mendocino County has adopted numerous plans related to hazard management and mitigation including, but not limited to: Community Wildfire Protection Plan, Hazardous Waste Management Plan, Operational Area Emergency Plan, etc. The most recent plan, the Mendocino County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) was adopted by the

County in December, 2020. The MJHMP provides an explanation of prevalent hazards within the County, identifies risks to vulnerable assets, both people and property, and provides a mitigation strategy to achieve the greatest risk reduction based upon available resources. The four cities within Mendocino County, including the City of Ukiah, participated in preparation of the MJHMP to individually assess hazards, explore hazard vulnerability, develop mitigation strategies, and create their own plan for each respective city (referred to as a “jurisdictional annex” to the MJHMP). The City of Ukiah adopted its jurisdictional annex chapter of the MJHMP on November 18, 2020. Hazards identified for the City of Ukiah include earthquakes, wildfire, dam failure, flood and pandemic. Table 1-13 of the City’s jurisdictional annex lists each hazard and mitigation action for City of Ukiah.

The Ukiah Municipal Airport is located within the City of Ukiah jurisdictional limits. The Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP) was adopted by the Mendocino County Airport Land Use Commission on May 20, 2021 and adopted by the Ukiah City Council on June 16, 2021. The UKIALUCP identifies areas (known as “compatibility zones”) with potential hazards and impacts to persons using or working within the vicinity of the airport.

Under Government Code Section 65962.5, both the State Water Resources Control Board (SWRCB) and the California Department of Toxic Substances Control (DTSC) are required to maintain databases of sites known to have hazardous substances present in the environment. The site does not include any known hazardous waste sites, as mapped by the SWRCB’s GeoTracker or DTSC’s EnviroStor databases.

All lands within the City of Ukiah are within the jurisdiction of the Ukiah Valley Fire Authority. None of the lands within the City of Ukiah are located within a California Department of Forestry (CalFire) State Responsibility Area (SRA). However, some parcels within the western boundary of the City limits, are designated as “Very High” fire severity within the Local Responsibility Area (LRA). The Project site is not located within a High or Very High fire severity zone.

Discussion: (a-b) Less than significant impact. Demolition activities using heavy equipment and tools would include the routine transport, use, storage, and disposal of small quantities of common hazardous materials, such as gasoline, diesel fuel, hydraulic fluids, and oils. However, the Project would adhere to state and federal regulations related to the transportation, use, and disposal of such materials. The use of these types and quantities of materials over the three-week construction period would not pose a significant risk to the public and/or environment. Impacts would be **less than significant**.

(c) No impact. There are no schools within 0.25 mi of the Project site; the nearest school is South Valley High School, located at 429 South Dora Street, approximately 1,880 ft (0.36 mi) southwest of the Project site. As noted above, the use of all hazardous materials will be in accordance with applicable regulations intended to reduce potential impacts to the environment and people. As such, **no impact** would occur.

(d) No impact. As previously noted, the Project site does not contain any listed hazardous sites. There is one listed cleanup site on the GeoTracker database adjacent to the Project, located at 203 South Main Street (case No. T064500019), but the site has been cleaned and the case has been closed as of 1995. As such, **no impact** would occur.

(e) Less than significant impact. The Project parcel is located approximately 1.1 mi north of the Ukiah Municipal Airport within Airport Compatibility Zone 4 (Outer Approach/Departure Zone) of the UKIALUCP, which has the potential to result in some overheard noise during approach and departure. The UKIALUCP does not contain any policies related to demolition of existing buildings. According to

Table 3A of the UKIALUCP, many uses such as a variety office, commercial and retail uses are listed as conditionally compatible, subject to density, height, and use development standards. However, no development is proposed at this time. All future development would have to comply with the UKIALUCP. The Project would not result in a safety hazard or excessive noise related to airport operations for people working in the Project area. Impacts would be **less than significant**.

(f) Less than significant impact. There are no components of the Project that would impair or interfere with emergency response or evacuation. Access is available to the site and there are no components of the Project that would impair implementation of, or physically interfere with, the adopted MJHMP or other emergency response plan or evacuation plan. Impacts would be **less than significant**.

(g) Less than significant impact. As previously noted, the Project site is not located within a High or Very High fire severity zone. The Project does not propose new development within a High or Very High severity zone that could expose people or buildings to a significant risk of loss, injury or death involving wildland fires. The use of gasoline-powered equipment will be used in accordance with all existing Building Code and Fire Code regulations intended to reduce fire risk (such as the use of spark arresters, for example). Impacts would be **less than significant**.

Mitigation Measures: None.

10. Hydrology and Water Quality

HYDROLOGY AND WATER QUALITY: Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	☐	☐	☐	☒
b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	☐	☐	☐	☒
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:	☐	☐	☐	☒
i) result in a substantial erosion or siltation on- or off-site;	☐	☐	☐	☒
ii) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite;	☐	☐	☐	☒
iii) create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	☐	☐	☐	☒
d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?	☐	☐	☐	☒
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	☐	☐	☐	☒

Significance Criteria: The Project would significantly impact hydrology and water quality if it violated water quality standards or waste discharge requirements or substantially degraded surface or groundwater quality; substantially decreased groundwater supplies or impeded sustainable groundwater management; altered drainage patterns in a manner that would cause substantial on- or off-site erosion, polluted runoff or excessive runoff that caused flooding; impeded or redirected flood flows; risked a release of pollutants due to inundation if in a flood hazard, tsunami or seiche zone; or conflicted with a water quality plan or sustainable groundwater management plan.

Environmental Setting: Average rainfall in Ukiah is slightly less than 35 inches. Most of the precipitation falls during the winter. Rainfall is often from brief, intense storms, which move in from the northwest. Virtually no rainfall occurs during the summer months. Surface water supplies for the Ukiah Valley include the Eel River, from which water is diverted into the Russian River watershed through the Potter Valley Project, Lake Mendocino, and the Russian River. Groundwater is drawn from the

Ukiah Valley groundwater basin. The Ukiah Valley groundwater basin is the northernmost basin in the Russian River water system and underlies an area of approximately 60 square miles. Water enters the groundwater system via percolation of surface waters and through the soil. The creeks and streams in the Ukiah Valley provide drainage channels for groundwater recharge, as well as domestic and agricultural water supply. The City of Ukiah 2020 Urban Water Management Plan (UWMP) was adopted by City Council on June 2, 2021. The UWMP considers several growth scenarios including an additional 2,500 and 5,000 new hookup scenarios and determined that there is capacity through the 2045 planning horizon to serve these growth projections.

Discussion: (a-e) No impact. No groundwater would be used for demolition. Water used for dust control would be from a water truck. The Project would not require water to be discharged and groundwater would not be impacted by the Project. Additionally, there are no water resources such as creeks or streams on the Project site, nor in the immediate vicinity, that would be impacted or altered as a result of the Project. Lastly, the Project is not located within a tsunami hazard zone, nor a flood zone, as identified by the Federal Emergency Management Agency. As such, **no impact** to hydrology and water quality would occur.

Mitigation Measures: None.

11. Land Use and Planning

LAND USE AND PLANNING. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Physically divide an established community?	☐	☐	☐	☒
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☒	☐

Significance Criteria: The Project would significantly impact land use if it physically divided an established community or conflicted with a land use plan, policy or regulation intended to avoid or mitigate an environmental impact, such as the general plan or zoning code.

Environmental Setting: The City of Ukiah includes approximately 4.72 square miles. It serves as the County Seat of Mendocino County, as well as the county's commercial hub. Predominant land uses in the City include single-family residential, multi-family residential, and commercial uses ranging from local commercial to service commercial, as well manufacturing, industrial and public facilities.

Development and land use patterns within the City of Ukiah are governed by the City's General Plan, which was originally adopted in 1995, and currently in the process of being updated. Because the 2040 General Plan has not yet been adopted, the 1995 General Plan is the applicable plan relating to land use within the City. More specifically, zoning and land use are governed by the City's Zoning Ordinance, as outlined in Division 9, Chapter 2 of the Ukiah City Code. The purpose of the Ukiah Zoning Code is to promote the growth of the City in an orderly manner and to promote and protect the public health, safety, peace, comfort and general welfare.

Discussion: (a) No impact. Physical division of an existing community would typically be associated with construction of a new highway, railroad, park or other linear feature being constructed in a manner that would bifurcate an established neighborhood or community. Because the Project site does not contain existing residences and is immediately surrounded by existing roads and commercial and public uses (as opposed to an existing residential community), the Project would not result in the division of an established community. **No impact** would occur.

(b) Less than significant. The Project site has a General Plan (1995) designation of Commercial (C) and is zoned Urban Center (UC) within Downtown Zoning Code. The Commercial General Plan designation applies to lands appropriate for a variety of commercial uses where commerce and business may occur; uses are further specified within the corresponding zoning districts.

The Historic and Architectural Resources element (Chapter V.3) of the 1995 General Plan discusses cultural and historic resources within the City of Ukiah. Specifically, this element discusses both historical residential and commercial buildings. Regarding privately owned commercial buildings it states, "The General Plan needs to provide a balance between the preservation of historic and archeological sites for future study and analysis and the demands for current growth and development. Project design and other features of development flexibility can provide the needed protection while still preserving property rights. The purpose of this element is to establish the criteria for this balance." Section 3.04.02 provides goals and policies related to preservation of commercial buildings identified as historic on Figure V.3-EE. The buildings proposed for demolition are not identified in this figure. The General Plan also states that "Situations may occur when an historic building, or a building with historic value, may need to be demolished for any number of reasons. With many historic resources, it may be appropriate to "mitigate" removal by photographing and recording as much information as is known about the site." As noted in Section V.5, *Cultural Resources*, the Project proposes photo documentation and salvaging existing metal clad material or incorporating the appearance of the building at the time of new development~~an educational plaque to be erected on-site to acknowledge its historic significance related to the 1917 fire,~~ consistent with this General Plan statement.

One of the main purposes of the Downtown Zoning Code (contained within Article 18 of the City's Zoning Code) is to create an urban environment that implements and fulfills the objectives and strategies of the General Plan to facilitate the coexistence of a wide range of mixed uses in close proximity within a downtown urban environment. The UC zoning designation allows for higher density residential and mixed-use buildings that may accommodate retail, office, services, local and regional civic uses, and residential uses. The Downtown Zoning Code does not contain regulations pertaining to demolition, with the exception of requiring City Council approval to demolish buildings older than 50 years old, in accordance with Ukiah City Code Section 3016. As noted in Section V.5, *Cultural Resources*, per Ukiah City Code Section 3016(b), buildings over 50 years old proposed for demolition that do not meet the exemption criteria of being either an immediate safety hazard, or an accessory building that is not listed on the local historic inventory, shall be reviewed for their historic or architectural significance. Because the buildings do not meet the exemption criteria noted within the code, on December 28, 2021, the City's Demolition Review Committee reviewed the Project and voted to recommend demolition of both buildings to the City Council. This Initial Study is intended to analyze the impacts associated with demolition of the buildings, in accordance with CEQA. The Demolition Permit, together with this Initial Study, will be reviewed by City Council for final consideration.See Cultural Resources Section for more information.

As discussed in Section V.4, *Biological Resources*, the Downtown Zoning Code contains policies pertaining to the protection of trees. However, none of the species proposed for removal are species identified as needing protection. Lastly, no development is proposed at this time. Once the buildings are demolished, the site would be cleared and remain vacant until a proposal for development is

submitted and approved through the discretionary process; all new development would be subject to the development requirements contained within the Downtown Zoning Code.

For the reasons stated above, the Project would not conflict with existing zoning, the General Plan, or other land use policies intended for reducing environmental impacts. Impacts would be **less than significant**.

Mitigation Measures: None

12. Mineral Resources

MINERAL RESOURCES. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☐	☒
b) Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	☐	☐	☐	☒

Significance Criteria: Impacts to mineral resources would be considered significant if the proposed Project were to result in the loss of a known mineral resource that has value to the region and state or is otherwise locally important as designated on a local land use plan.

Environmental Setting: The most predominant of the minerals found in Mendocino County are aggregate resource minerals, primarily sand and gravel, found along many rivers and streams. The Ford Gravel Bars are located in Ukiah, along the Russian River.

Discussion: (a-b) No impact. There are no identified mineral resources within the Project area. No impact would occur.

Mitigation Measures: None

13. Noise

NOISE. Would the project result in:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☐	☒	☐

b) Generation of excessive ground borne vibration or ground borne noise levels?	☐	☐	☒	☐
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels	☐	☐	☒	☐

Significance Criteria: The Project would have a significant impact if it temporarily or permanently exceeded local noise standards in the vicinity of the Project, generated excessive ground borne noise or vibration; or would expose people residing or working in the area to excessive noise levels from public airports or private airstrips.

Environmental Setting: The Ukiah City Code does not contain thresholds for analyzing noise impacts from construction-related noise, but guidance documents from the Federal Highway Administration and the Federal Highway Administration provide information on maximum noise and vibration levels associated with construction equipment and thresholds of significance for analyzing such impacts.

Although the Ukiah City Code does not contain thresholds of significance for analyzing construction-related noise, UCC §6054, *Construction of Buildings and Projects*, states that it shall be unlawful for any person within a residential zone, or within a radius of five hundred feet (500') therefrom, to operate equipment or perform any outside construction or repair work on buildings, buildings or projects or to operate any pile driver, power shovel, pneumatic hammer, derrick, power hoist or any other construction type device (between the hours of 7:00 p.m. of one day and 7:00 a.m. of the next day) in such a manner that a reasonable person of normal sensitiveness residing in the area is caused discomfort or annoyance unless beforehand a permit therefor has been duly obtained from the Director of Public works.

The UCC's Noise Ordinance (Division 7, Chapter 1, Article 6) that establishes ambient base noise level standards that apply to specific zoning districts within the City of Ukiah. These are specific to operation (not construction). "Ambient noise" is the all-encompassing noise associated with a given environment, being usually a composite of sounds from many sources near and far. For the purpose of the Noise Ordinance, ambient noise level is the level obtained when the noise level is averaged over a period of fifteen (15) minutes without inclusion of noise from isolated identifiable sources, at the location and time of day near that at which a comparison is to be made. Land uses exceeding these standards for long periods of time are considered to be significant.

Discussion: (a) Less than significant impact. Construction activities such as the proposed demolition could result in periodic increases in the ambient noise environment and generally occur when construction activities occur in areas immediately adjoining noise-sensitive land uses, during noise-sensitive times of the day (typically early morning or nighttime), or when construction activity occurs at the same precise location over an extended period of time (e.g., pile driving in one location for 8-10 hours in a day, or over a duration of several successive days). Certain land uses are particularly sensitive to noise, including schools, hospitals, rest homes, long-term medical and mental care facilities. Residential areas are also considered noise sensitive, particularly during the nighttime hours.

The nearest “sensitive receptor” (includes schools, libraries, child care facilities, health care facilities, senior facilities, and residences) is the Mendocino County Library (Ukiah Branch), located at 105 North Main Street, approximately 68 ft (0.1 mi) north of the site. Additional sensitive receptors in the area include the following: residences including the Circle Trailer Park, located at 317 North Main Street, approximately 676 ft (0.13 mi) north of the site; a single-family residence located at 412 South Main Street, approximately 763 ft (0.14 mi) south of the site; and Adventist Health Ukiah Valley Hospital, located at 275 Hospital Drive, approximately 1,087 ft (0.21 mi) northeast of site. The nearest school is South Valley High School, located at 429 South Dora Street, approximately 1,880 ft (0.36 mi) southwest of the Project site.³

Equipment for demolition would include a mechanical ram, dump truck, pickup truck, excavator, backhoe, front end loader, bobcat & stinger for concrete demolition. According to the Federal Highway Administration’s (FHWA) *Default Noise Emission Reference Levels and Usage Factors (2017)*, maximum noise levels (at a 50-foot distance) for equipment that would be used for the Project are listed below in **Table 1**.

Table 1, Typical Construction Equipment Noise Levels

Type of Equipment	L_{max} at 50 feet, dBA⁴
Backhoe	78
Mechanical Ram	90
Dump Truck	76
Excavator	81
Front End Loader	79
Pickup Truck	75
Bobcat	80
Stinger (jack hammer)	88

The main source of existing noise at the Project site is from vehicles driving by, as the Project is located at a fairly busy intersection (Perkins Street and Main Street within downtown Ukiah. For reference, normal conversation is approximately 60 dBA, vehicles passing by are approximately 70-80 dBA, and a gasoline-powered lawn mower is 90 dBA. There are no quantitative standards for construction noise levels specified by either the Ukiah General Plan or the UCC. However, UCC Section 6054 restricts construction activities within a residential zone, or within a radius of 500 feet therefrom, to the hours of 7:00 a.m. and 7:00 p.m. Although the Project would not be located within a residential zone, it would adhere to these regulations intended to lessen noise impacts to sensitive receptors.

³ Instilling Goodness Elementary appears on Google Earth as being located near the Mendocino County Superior Court House, located at 100 North State Street. However, it was confirmed that the school is located in Talmage approximately 2.5 miles southeast, and there are no classes at this location.

⁴ L_{max} is the maximum sound level measured during a single noise event (at 50 ft in this case). dBA is the measurement of noise in decibels on a weighted scale for judging loudness that corresponds to the hearing threshold specific to the human ear.

The Federal Transit Administration's *Transit Noise and Vibration Impact Assessment Manual* (2018) identifies a daytime noise levels of over 90 dBA for extended periods of time as a noise level where adverse community reaction could occur at residential land uses within 500 ft of the noise. As shown in Table 1, the range of noise associated with equipment used for the Project would be 75 to 90 decibels (dBA) at 50 feet away from the noise source. Maximum noise levels generated by the Project would reach up to 90 dBA at times with the use of a mechanical ram and stinger (jack hammer) for concrete demolition. However, the nearest residence is approximately 676 ft away from the Project, which is beyond the distance identified as resulting in an adverse impact to adjacent residential uses. While the library is approximately 68 ft away from the Project, existing noise levels in the Project area associated with passing vehicles is 70-80 dBA. The Project could result in an increase of up to 10 dBA with the use of the mechanical ram and stinger, but would likely be lower, as it is more than 50 ft away and library users would be located inside the building. Additionally, operation of each piece of equipment over the temporary three-week period would not be constant throughout the day, as equipment would be turned off when not in use. Lastly, Project construction will occur Monday through Friday, during daylight hours, between the hours of 7:00 a.m. to 7:00 p.m., in accordance with the City's Noise Ordinance. As such, noise impacts associated with the Project would be **less than significant**.

(b) Less than significant impact. Project construction can generate varying degrees of ground borne vibration, depending on the construction procedure and the construction equipment used. Operation of construction equipment generates vibrations that spread through the ground and diminish in amplitude with distance from the source. The results from vibration can range from no perceptible effects at the lowest vibration levels, to low rumbling sounds and perceptible vibration at moderate levels, to slight damage at the highest levels. Similar to the discussion in the noise analysis in criteria (a) above, the City does not contain specific standards or thresholds related to groundborne vibration. However, the Federal Transit Administration's *Transit Noise and Vibration Impact Assessment Manual* identifies 0.2 inches per second peak particle velocity (in/sec PPV) as the level at which potential damage could result to non-engineered timber and masonry buildings.⁵ Additionally, Caltrans identifies 0.24 in/sec PPV as the level at which vibration is distinctly perceivable to humans. Based on ground-borne vibration levels for standard types of construction equipment provided by the FTA, of the equipment proposed to be used for Project construction, the use of the stinger jack hammer would be expected to generate the highest vibration levels (typically 0.035 in/sec PPV at a distance of 25 feet). Due to the Project's proximity to the nearest sensitive receptor (library, approximately 68 ft away) and the fact that the operation of equipment would produce vibration levels below the aforementioned thresholds, the Project would not result in significant groundborne vibration, and impacts would be **less than significant**.

(c) Less than significant impact. The Project parcel is located approximately 1.1 miles north of the Ukiah Municipal Airport within Airport Compatibility Zone 4 (Outer Approach/Departure Zone) of the UKIALUCP, which has the potential to result in some overheard noise during approach and departure. The UKIALUCP does not contain any policies related to demolition of existing buildings. According to Table 3A of the UKIALUCP, many uses such as a variety office, commercial and retail uses are listed as conditionally compatible, subject to density, height, and use development standards. However, no development is proposed at this time. All future development would have to comply with the

⁵ Peak Particle Velocity is the peak signal value of an oscillating vibration velocity waveform. Usually expressed in inches/second in the United States.

UKIALUCP. The Project would not result in a safety hazard or excessive noise related to airport operations for people working in the Project area. Impacts would be **less than significant**.

Mitigation Measures: None

14. Population and Housing

POPULATION AND HOUSING. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☐	☒
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒

Significance Criteria: The proposed Project would result in significant impacts to the local population or housing stock if it directly or indirectly induced substantial unplanned population growth or displaced a substantial number of people or housing such that the construction of replacement housing would be required.

Environmental Setting: The City of Ukiah is approximately 4.72 square miles in size and located within Mendocino County. Overall, the City of Ukiah's population has increased moderately over the past nearly 30 years, with a more accelerated increase in the last four years. Projections from the California State University Chico Center for Economic Development- Mendocino County Economic/Demographic Profile show this trend continuing. As described in the City's Housing Element (2019) of the General Plan, the City's annual growth rate between 1990 and 2018 averaged approximately 0.3%. Between 2000 and 2010, the City added 545 residents, or 3.7%, to its population. According to the California Department of Finance, the population in the County of Mendocino was 59,985 in 2018 and 16,226 in the City of Ukiah. The 2020 Census data identifies the City of Ukiah population as 16,607.

Discussion: (a-b) No Impact. The Project would not involve the construction of new homes or businesses, or the extension of roads that would induce population growth, nor would the Project displace any people or housing, as no residences are located on-site. **No impact.**

Mitigation Measures: None

15. Public Services

PUBLIC SERVICES. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) 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:				
Fire protection?	☐	☐	☒	☐
Police protection?	☐	☐	☒	☐
Schools?	☐	☐	☒	☐
Parks?	☐	☐	☒	☐
Other public facilities?	☐	☐	☒	☐

Significance Criteria: The Project would result in a significant impact to public services if it resulted in a requirement for increased or expanded public service facilities or staffing, including fire or police protection, schools and parks.

Environmental Setting: Police protection services for the entire City limits is provided by the Ukiah Police Department, while the Mendocino County Sheriff's Department provides police services for areas outside of the City limits. Fire protection services in the City are provided by the Ukiah Valley Fire Authority. Educational facilities in the City are provided by the Ukiah Unified School District (UUSD) and County Office of Education. Additionally, there are several private and charter schools serving residents within the City of Ukiah. As mentioned below in Section 16, Recreation, of this Initial Study, there are 13 City parks, a municipal golf course, and a skate park managed by the City of Ukiah, as well as other recreational facilities in the area.

Discussion: (a) Less than significant impact. The City of Ukiah Police Department and Ukiah Valley Fire Authority are responsible for emergency response at the Project site, including during demolition activities. Because the Project does not propose development, the Project will not have a substantial effect on their ability to serve the area, nor would it result in the need for additional resources. Similarly, the Project would not result in an increase in population that would impact schools or parks in the area. As such, the Project would not 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 public services. Impacts would be **less than significant**.

Mitigation Measures: None

6. Recreation

RECREATION.	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	☐	☐	☐	☒
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	☐	☐	☐	☒

Significance Criteria: Impacts to recreation would be significant if the Project resulted in increased use of existing parks or recreational facilities to the extent that substantial deterioration was accelerated or if the Project involved the development or expansion of recreational facilities that would have an adverse effect on the physical environment.

Environmental Setting: The City of Ukiah manages several recreation facilities, including more than 13 City parks. In addition, there are approximately 30 miles of trails located throughout the Ukiah Valley, under County and federal jurisdiction.

Discussion: (a-b) No impact. The Project does not include the alteration or addition of recreational facilities. The Project does also does not propose new development that could potentially increase the use of recreational facilities in the area. As such, **no Impact** would occur.

Mitigation Measures: None

17. Transportation

TRANSPORTATION. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?	☐	☐	☒	☐
b) Conflict or be inconsistent with CEQA Guidelines § 15064.3, subdivision (b), Criteria for Analyzing Traffic Impacts?	☐	☐	☒	☐
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☒	☐
d) Result in inadequate emergency access?	☐	☐	☒	☐

Significance Criteria: Impacts to transportation and traffic would be significant if the Project conflicted with a local plan, ordinance or policy addressing transit, roadway, bicycle and pedestrian facilities; conflicted with CEQA Guidelines Sec. 15064.3(b), which contains criteria for analyzing transportation impacts; substantially increased hazards due to geometric design features; or resulted in inadequate emergency access.

Traditionally, transportation impacts had been evaluated by using Level of Service (LOS) analysis to measure the level of congestion on local roadways. However, on September 27, 2013, Governor Jerry Brown signed Senate Bill (SB) 743 into law, initiating an update to the CEQA Guidelines to change how lead agencies evaluate transportation impacts under CEQA, with the goal to better measure the actual transportation-related environmental impacts of a given project. Starting July 1, 2020, lead agencies are required to analyze the transportation impacts of new projects using vehicle miles traveled (VMT), instead of LOS. VMT measures the amount of additional miles produced by the project. If the project increases car travel onto the roads excessively, the project may cause a significant transportation impact.

In 2018, the Office of Planning and Research (OPR) published a Technical Advisory on *Evaluating Transportation Impacts in CEQA* (2018) which is intended to provide advice and recommendations for evaluating VMT, which agencies and other entities may use at their discretion. As discussed further below, the Technical Advisory offers that screening thresholds may be used to identify when land use projects, such as small-scale residential projects, should be expected to cause a less-than-significant impact without conducting a detailed traffic study.

On behalf of the Mendocino Council of Governments (MCOG), Fehr & Peers, prepared a Senate Bill 743 Vehicle Miles Traveled Regional Baseline Study (Baseline Study; May, 2020) to provide an overview of SB 743, summarize VMT data available for Mendocino County, discuss alternatives for and recommend VMT measurement methods and thresholds for lead agencies in Mendocino County, and recommend transportation demand management (TDM) strategies for reducing VMT on projects in Mendocino County.

The following local plans have historically addressed transportation within the City of Ukiah: 2017

Ukiah Bicycle and Pedestrian Master Plan, City of Ukiah Safe Routes to School Plan (2014), Mendocino County Rail Trail Plan (2012), Ukiah Downtown Streetscape Improvement Plan (2009), and the City of Ukiah General Plan (Circulation and Transportation Element amended in 2004). MCOG's Regional Transportation Plan (2017) and Section 5, Circulation and Transportation, of the Ukiah Valley Area Plan (2011) addresses transportation within the larger Ukiah Valley. The Baseline Study incorporated applicable goals and policies from each of these documents into the methodology and analysis when formulating its screening tools.

A lead agency has discretion to choose the most appropriate methodology to evaluate a project's vehicle miles traveled. If existing models or methods are not available to estimate the vehicle miles traveled for the particular project being considered, a lead agency may analyze the project's vehicle miles traveled qualitatively.

Environmental Setting: The City of Ukiah generally lies west of U.S. 101 between the U.S. 101/North State Street interchange, and the U.S. 101 / South State Street interchange. Three major interchanges along U.S. 101, Talmage Road, Gobbi Street, and Perkins Street (from south to north), provide access to southern and central Ukiah. The City of Ukiah is developed in a typical grid pattern with streets generally oriented north to south and east to west. Bicycle lanes are located throughout the City and public transit is provided by the Mendocino Transit Authority (MTA).

The Project site is currently accessed via both Perkins Street and Main Street, both City-maintained two-lane roads that are developed with sidewalks but no bike lanes in the Project area. The nearest MTA bus stop is located in front of the library, approximately 130 ft north of the Project site at the intersection of North Main and East Stanley Street.

Discussion: (a-d) Less than significant impact. No change to the City's circulation system, transit, bicycle, or pedestrian facilities would be required or is proposed to occur with implementation of the Project. Access, including emergency access, is currently provided through existing driveways and City streets. The Project does not propose any modifications to access or other transit-related facilities on-site or in the immediate vicinity. As such, impacts to this criterion (c and d) would be **less than significant**.

Because the Project does not propose new development, this analysis focuses on temporary impacts to the circulation system that may occur during the construction (demolition) phase. The Project has been reviewed by Staff, as well as the Public Works Department to analyze the Project's impacts to traffic and circulation. Staff relied upon the Office of Planning and Research's (OPR) Technical Advisory on *Evaluating Transportation Impacts in CEQA* (Technical Advisory; 2018) and the Mendocino Council of Governments' (MCOG) *Senate Bill 743 Vehicle Miles Traveled Regional Baseline Study* (Baseline Study; 2020) which are intended to provide recommendations and screening thresholds for evaluating traffic impacts by the way of Vehicle Miles Traveled (VMT). One useful tool within these documents for small scale commercial Projects, are the thresholds identified to determine when such projects should be expected to cause a less-than-significant impact without conducting a detailed traffic study. Specifically, as noted in OPR's Technical Advisory, absent substantial evidence indicating that a project would generate a potentially significant level of VMT, or inconsistency with a general plan or other transportation related document, projects that generate or attract fewer than 110 trips per day generally may be assumed to cause a less-than- significant transportation impact. This is further supported in MCOG's Baseline Study that identifies construction of up to 50,000 sf of commercial buildings in urban areas as less than significant. VMT analyses are most appropriate for analyzing operational impacts or large-scale construction projects that produce significant traffic trips and/or vehicle miles traveled. However, these screening thresholds have been conservatively used for analyzing impacts associated with the Project.

Demolition would include a temporary increase in traffic associated with ingress and egress of vehicles and equipment to and from the Project site via South Main and Perkins Streets. As noted in the Project Description, demolition would take approximately three weeks with a crew of six construction workers. All work would be performed Monday through Friday, during daylight hours (between the hours of 7:00 a.m. and p.m., depending on the season). Construction equipment would be staged on-site and all activities will be performed within the site boundaries. It is anticipated that two to three dump truck trips a day would be necessary to transfer demolished materials for disposal and recycling. Construction equipment and trucks would utilize existing driveways and access routes on Main and Perkins Streets and travel to the quarry, transfer Station and recycling center via U.S. Highway 101. No road closures are required or anticipated for the Project.

The Project is anticipated to produce up to five dump truck trips per day, in addition to six vehicle trips for construction workers, for a total of 11 trips per day. Because the Project's daily trips would be less than the 110 trips screening threshold identified by OPR, the Project does not involve new construction, and does not conflict with the City's General Plan or other local plans intended to address circulation, the Project can be presumed to not result in a significant impact to traffic. As such, a subsequent detailed traffic study is not required and impacts would be **less than significant**.

Mitigation Measures: None

18. Tribal Cultural Resources

TRIBAL CULTURAL RESOURCES. Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or	☐	☒	☐	☐
b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.	☐	☐	☒	☐

Significance Criteria: An impact to tribal cultural resources would be significant if the Project were to substantially reduce the significance of a tribal cultural resource, a listed or eligible historic resource, or a resource considered significant by a California Native American tribe. Tribal cultural resources include "sites, features, places, cultural landscapes, sacred places, and objects with cultural value to

a California Native American Tribe” that are eligible for inclusion in the California Register of Historical Resources (California Register) or included in a local register of historical resources. Lead agencies are required to “begin consultation with a California Native American tribe that is traditionally and culturally affiliated with the geographic area of the Proposed Project.” The consultation process must be completed before a CEQA document can be certified.

Environmental Setting: As discussed in Section V.5, *Cultural Resources*, areas that are most typically culturally sensitive include those adjacent to streams, springs, and mid-slope benches above watercourses because Native Americans and settlers favored easy access to potable water.

Tribes known to be present within the Ukiah area include (but are not limited to) the following:

- Coyote Valley Band of Pomo Indians
- Guidiville Indian Rancheria of Pomo Indians
- Hopland Band of Pomo Indians
- Pinoleville Pomo Nation
- Potter Valley Rancheria
- Redwood Valley Little River Band of Pomo Indians
- Scotts Valley Band of Pomo Indians
- Yokayo Tribe, not federally recognized

Discussion: (a) Less than significant with mitigation incorporated. As described in Section V.5, *Cultural Resources*, because the Dragon’s Lair building qualifies as a local historic resource under CEQA that would be demolished, the Project would result in a significant impact to that resource if not properly mitigated. Under CEQA, feasible Mitigation associated with alteration or demolition of historic buildings is most commonly directly related to efforts for preserving the architecture and/or the building’s appearance. However, because the Project proposes to demolish the buildings and does not propose new development at this time, mitigation measures related to architectural preservation are not appropriate. **Mitigation Measure CUL-1** would require photo documentation of the building to catalogue its existence and **Mitigation Measure CUL-2** requires salvaging existing metal clad material or incorporating the appearance of the building at the time of new development~~an educational plaque to be erected on-site to acknowledge its historic significance related to the 1917 fire~~. Because the Project proposes to demolish the building that is not historically significant for its architecture, and does not propose new development at this time, these mitigation measures are considered adequate for reducing impacts to less than significant levels. As such, impacts to historic resources would be **less than significant with implementation of mitigation**.

Discussion: (b) Less than significant. As described in Section V.5, *Cultural Resources*, of this Initial Study, the site is considered to have a “low potential” for cultural and archeological resources. In accordance with AB 52, a notification proving the opportunity for consultation was sent to the Guidiville Rancheria of California but no response requesting formal consultation was received. Regardless, construction of the Project will be required to adhere to CEQA Guidelines Section 15064.5 (e-f) which specifically addresses what to do in the event that human remains or archeological resources are accidentally discovered.

Mitigation Measures:

Implementation of CUL-1 and CUL-2

19. Utilities and Service Systems

UTILITIES AND SERVICE SYSTEMS. Would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	☐	☐	☐	☒
b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?	☐	☐	☐	☒
c) 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?	☐	☐	☐	☒
d) Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	☐	☐	☒	☐
e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	☐	☐	☒	☐

Significance Criteria: Impacts to utility and service systems would be significant if the Project resulted in the construction or expansion of utilities that could cause significant environmental effects; have insufficient water supplies available to the Project during normal to extremely dry years; resulted in inadequate capacity of the wastewater treatment plant; generated solid waste exceeding the capacity of local infrastructure or impairing the achievement of solid waste reduction goals; or failed to comply with any management and reduction statutes or regulations related to solid waste.

Environmental Setting: The majority of City properties are served by City water, sewer, electricity and trash collection as summarized below.

Electric. The City of Ukiah's Electric Utility Department provides electric services to properties within the City limits, while Pacific Gas & Electric (PG&E) provides services to properties outside of the City.

Water. There are five major providers of community water services in the Ukiah Valley. The City of Ukiah serves customers within the City, while Rogina Water Company and Millview, Calpella, and Willow County Water Districts serve the unincorporated areas. The City of Ukiah 2020 Urban Water Management Plan (UWMP) was adopted by City Council on June 2, 2021. The UWMP considers several growth scenarios including an additional 2,500 and 5,000 hookup scenarios and determined that there is capacity through the 2045 planning horizon to serve these growth projections.

Sewer and Wastewater. The Ukiah Valley Sanitation District (UVSD) and the City of Ukiah provide public sewer services to customers within their boundaries under the purview of the State Water Quality Control Board. The City's sewage treatment plant and Waste Water Treatment Plant (WWTP), operational since 1958, serves the City of Ukiah and the Ukiah Valley Sanitation District.

Solid Waste. The Ukiah landfill, outside City limits on Vichy Springs Road, stopped receiving municipal solid waste in 2001 and the City is working on capping the landfill. Solid waste generated in the Ukiah Valley is exported for disposal to the Potrero Hills Landfill in Solano County. The Valley's solid waste disposal system consists of a large volume transfer station, Ukiah Transfer Station, which receives waste for export.

Discussion: (a-c) No Impact. The Project does not propose new development or alteration of the following: water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities. The Project would not use water, with the exception of a water truck to mitigate dust, as needed. As such, there would be **no impact** to these utilities and services systems.

Discussion: (d & e) Less than significant impact. As noted in the Project Description, demolished concrete and rebar will be off hauled and recycled at a local rock quarry. Dump trucks would off-haul debris and deliver to the Ukiah Transfer Station & Recycling Center, where metal materials would be recycled and non-recyclable materials would be disposed of. All waste produced from Project activities would be disposed of at the Ukiah Transfer Station in accordance with all applicable local, state and federal regulations. Impacts related to solid waste would be **less than significant**.

Mitigation Measures: None

20. Wildfire

WILDFIRE. If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:	Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Substantially impair an adopted emergency response plan or emergency evacuation plan?	☐	☐	☒	☐
b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	☐	☐	☒	☐
c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	☐	☐	☐	☒
d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	☐	☐	☐	☒

Significance Criteria: Impacts to wildfire would be significant if the Project were located in or near a State Responsibility Area (SRA) or lands classified as very high fire hazard severity zones and substantially impaired an emergency response plan; exposed Project occupants to wildfire pollutants or uncontrolled spread of wildfire due to site conditions such as slope and prevailing winds; require the installation or maintenance of infrastructure that could exacerbate fire risk; or expose people or structures to significant risks as a result of post-fire runoff, slope instability or drainage changes.

Environmental Setting: All lands within the City of Ukiah are within the jurisdiction of the Ukiah Valley Fire Authority. None of the lands within the City of Ukiah are located within a California Department of Forestry (CalFire) State Responsibility Area (SRA). However, some parcels within the western boundary of the City limits are designated as "Very High" fire severity within the Local Responsibility Area (LRA). The Project site is not located in an area identified as having a High or Very High fire severity risk.

As discussed in Section 9, Hazards and Hazardous Materials, the County's EOP plan and MJHMP address emergency operations, natural disasters (including wildfire), as well as mitigation strategies to reduce potential risks. The City of Ukiah adopted its "jurisdictional annex" chapter of the MJHMP on November 18, 2020. Hazards identified for the City of Ukiah include earthquakes, wildfire, dam failure, flood and pandemic. Table 1-13 of the City's jurisdictional annex lists each hazard and mitigation action for City of Ukiah.

Discussion: (a-b) Less than significant impact. The Project site is accessed via existing driveways and roads, and there are no components of the Project that would conflict with, or impair the adopted MJHMP, EOP, or other adopted emergency response plan or emergency evaluation plan. As described in Section 9, Hazards and Hazardous Materials, the Project site is not located within a High or Very High fire severity zone. Because the Project site is developed with pavement, and the Project

does not propose new development within a High or Very High severity zone, it would not expose people or structures to a significant risk of loss, injury or death involving wildland fires. The use of gasoline-powered equipment will be used in accordance with all existing Building Code and Fire Code regulations intended to reduce fire risk (such as the use of spark arresters, for example).

Discussion: (c-d) No impact. The Project would not require the installation or maintenance of infrastructure such as roads, fuel breaks, emergency water sources, power lines or other utilities that would exacerbate fire risk. In addition, the Project would not include earthwork in a sloped, undeveloped area or other components that could result in downslope or downstream flooding or landslides as a result of runoff, post-fire slope instability, or drainage changes. **No impact** would occur.

Mitigation Measures: None.

21. Mandatory Findings of Significance

MANDATORY FINDINGS OF SIGNIFICANCE.	Significant Impact	Less Than Significant 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, substantially 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)?	☐	☒	☐	☐
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☒	☐	☐

Discussion: (a) Less than significant impact with mitigation incorporated. As described and analyzed throughout the Initial Study, impacts to Air Quality, Cultural and Tribal Cultural Resources could be significant. However, with the implementation of mitigation measures, all impacts would be reduced to less than significant. Specifically, temporary activities associated with demolition over the three-week construction period could result in direct significant impacts to Air Quality, but would be reduced to less than significant with the implementation of Mitigation Measures **AQ-1** through **AQ-3**, requiring adherence to Mendocino County Air Quality Management District regulations. The Tom's Glass building is not located on a local, state, or federal historic register. Therefore, no impact to historic resources would occur as a result of its demolition. However, because the Dragon's Lair building qualifies as a local historic resource under CEQA that would be demolished, the Project would

result in a significant impact to that resource if not properly mitigated. **Mitigation Measure CUL-1** would require photo documentation of the building to catalogue its existence and **Mitigation Measure CUL-2** requires salvaging existing metal clad material or incorporating the appearance of the building at the time of new development—As such, impacts to historic resources would be **less than significant with implementation of mitigation**. The Project would result in either no impact, or less than significant impact to all other resources. See Section V, *Evaluation of Environmental Impacts*, for more information.

(b) Less than significant impact with mitigation incorporated. Cumulative impacts are generally considered in analyses of Air Quality, Biological Resources, Cultural Resources, Noise, and Traffic. As discussed throughout the Initial Study, the Proposed Project would have less than significant impacts on these resources or less than significant impacts with implementation of mitigation measures described herein. Short-term construction impacts associated with the Project would not significantly contribute to cumulative impacts in the area as there are no known past projects nor current projects within the vicinity of the site. Based on the findings and conclusions contained in the Initial Study, cumulative impacts related to the Proposed Project would be **less than significant with mitigation incorporated**.

(c) Less than significant impact with mitigation incorporated. Based on the findings and conclusions contained in the Initial Study, the Proposed Project would not have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly. Impacts would be **less than significant with mitigation incorporated**.

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VII. MITIGATION MONITORING AND REPORTING PROGRAM

Potential Impact	Mitigation Measure	Implementation Responsibility	Monitoring & Reporting Responsibility	Timing	Date Implemented
<i>Air Quality</i>					
Construction and ground disturbing activities could result in short-term impacts to air quality.	AQ-1: Diesel Engines – Stationary and Portable Equipment and Mobile Vehicles: a. All stationary onsite diesel IC engines 50 horsepower or greater (i.e. large power generators or pumps) or any propane or natural gas engines 250 horsepower or greater require a permit from the MCAQMD. b. Portable diesel-powered equipment that may be used are required to be registered with the state Portable Equipment Registration Program (PERP) or obtain permits from MCAQMD. c. Heavy duty truck idling and off-road diesel equipment or other diesel engine idling is limited to less than 5 minutes.	Applicant or contractor	Applicant or contractor; Mendocino County Air Quality Management District	Throughout construction	
	AQ-2: Grading Projects: All grading activities must comply with the following fugitive dust mitigation measures in	Applicant or contractor	Applicant or contractor; Mendocino	Throughout construction	

accordance with District Regulation 1, Rule 1-430: 1. All visibly dry disturbed soil road surfaces shall be watered to minimize fugitive dust emissions. a. Open bodied trucks shall be covered when used for transporting materials likely to give rise to airborne dust. b. All unpaved surfaces, unless otherwise treated with suitable chemicals or oils, shall have a posted speed limit of 10 mph. c. Earth or other material that has been transported by trucking or earth moving equipment, erosion by water, or other means onto paved streets shall be promptly removed. d. Asphalt, oil, water, or suitable chemicals shall be applied on materials stockpiles, and other surfaces that can give rise airborne dusts. e. All earthmoving activities shall cease when sustained winds exceed 15 mph. f. The operator shall take reasonable precautions to prevent the entry of unauthorized vehicles onto the site during non-work hours. g. The operator shall keep a daily log of activities to control fugitive dust. h. For projects greater than one acre or one mile of road not located within a Naturally Occurring		County Air Quality Management District		
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	Asbestos Area, prior to starting any construction the applicant is required to: i. Submit a Large Area Grading permit application to the District. ii. Obtain a final determination from the Air Quality Management District as to the need for an Asbestos Dust Mitigation Plan and/or Geologic Survey to comply with CCR sections 93106 and 93105 relating to Naturally Occurring Asbestos. iii. Obtain written verification from the District stating that the project is in compliance with State and Local regulations relating to Naturally Occurring Asbestos. iv. If the project is located within a Naturally Occurring Asbestos Area, additional mitigations shall be required.				
	AQ-3: Asbestos Survey. Demolition of all commercial buildings are subject to the requirements of MCAQMD Regulation 1, Rule 492, National Emission Standards for Hazardous Air Pollutants (NESHAPS) for Asbestos. Prior to receiving a demolition permit from the City, the applicant shall: a. Have an Asbestos Survey completed by a licensed Asbestos contractor for	Applicant or contractor	Applicant or contractor; Mendocino County Air Quality Management District	Prior to issuance of Demolition Permit	

	the presence of asbestos containing materials; b. Submit a completed Asbestos Demolition/Renovation form, all test results and applicable notification fees to the District at least 10 days prior to beginning the Project; c. Have asbestos containing materials abated by a licensed abatement contractor prior to beginning and demolition or renovation activities, if applicable; and d. Obtain written authorization from MCAQMD indicating that all requirements have been met prior to receiving the demolition permit.				
<i>Cultural/Tribal Cultural Resources</i>					
Demolition of the Dragon's Lair building could result in significant impacts to a historic resource	CUL-1: Photo Documentation. Prior to issuance of the demolition permit, photo documentation of the Dragon's Lair building shall be required in order to catalogue its existence. The photo documentation shall be reviewed and approved by the Community Development Director and submitted to the Mendocino County Historic Society.	Applicant or contractor	Applicant or contractor; City of Ukiah Community Development Department	Prior to issuance of demolition permit	

CUL-2: <u>CUL-2: The 101 South Main Street building shall not be demolished until there is a development proposal approved, in accordance with the Ukiah City Code, specifically the Downtown Zoning Code. At the time of demolition, the metal clad siding on the west and north portions of the building shall be salvaged to the extent feasible. Because the metal clad is in useable condition, using all of the material as is may not be feasible. Alternatively, new development shall be designed to incorporate a portion of the façade of the existing building. This may include using a portion of the metal clad as an architectural feature, or using masonry brick or other materials and/or design components that are visually similar to pay homage to the building. New development shall require review by the Design Review Board and the Planning Commission, in accordance with the Downtown Zoning Code.</u> Educational Plaque. Prior to final completion of the demolition permit, an educational plaque shall be erected on-site to acknowledge the Dragon's Lair building's historic significance related to rebuild efforts after the 1917 fire. The plaque design and content, as well as the proposed placement, shall be submitted to the Community Development Director for review and approval. The plaque shall remain on-site if and when the site is developed in the future. If the plaque is proposed for relocation, the	Applicant or contractor	Applicant or contractor; City of Ukiah Community Development Department	Prior to receiving final completion of the demolition permit and prior to new development being constructed	
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property owner shall receive written approval from the Community Development Director to do so.				
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INSERT ATTACHMENTS

Historic Resource Evaluation
101 South Main Street
Ukiah, CA 95482
Mendocino County, California
(APN 002-231-01-00)



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Project Overview & Executive Summary

Prospective buyers of the property at 101 South Main Street in Ukiah, California, are assessing the historic character of the building as part of the decision making process. They hired Alice P. Duffee, an architectural historian and preservation planner with APD Preservation LLC, to evaluate the historic character of the property and identify what features, if any, render the property historically significant. This report is the result of that evaluation.

The parcel was the site of early commercial development in Ukiah, dating to 1857 when Absalom Tidwell Perkins built a livery on this corner of the country crossroads. That original building was replaced by a second livery/hay barn in 1890. Ukiah's June 1917 fire destroyed that second building, and a third structure was built on the site by at least by 1921. From 1921 to 1963 the building served as a feed store under four different businesses. With the modernization of Ukiah, the building was converted to retail space in 1963. Modifications made to that building at that time included infilling two open bays with windows, replacing the front doors, replacing and reconfiguring the awning, and installing an additional window. The false front that most defines the building was modified in 1938, but retains its basic early twentieth century appearance. The building has remained in retail use almost continuously since 1963.

The building at 101 South Main Street dates from 1921, is included in Ukiah's 1985 "Historic Resources Survey," and is included in the State of California's "Built Environmental Resource Database (BERD)" with a designation of "**5S2**," meaning that a local government has recognized the resource as "eligible for local listing or designation." Where the previous local survey form suggests that the building is eligible for listing on the National Register of Historic Places (NRHP), I defer to the State of California's more recent determination that the building is significant at the LOCAL level and not the national level.

Further evaluation and research of the property confirms that the information in the earlier reconnaissance level survey is correct and that the building appears to be significant for its association with the post-fire redevelopment of Ukiah (criterion 1). Its period of significance is 1921 (its inferred construction date), and the building retains enough physical integrity to convey its early twentieth century commercial origins, which render it historic. The building in its current dilapidated state, however, does not appear to be significant for its architectural merit.

Based on extensive research of the development of this parcel, it is my professional opinion that the **building qualifies as an historic resource** under the California Environmental Quality Act (CEQA).

The character defining features of this historic building are as follows:

- False front with pronounced box cornice on west elevation
- One-story
- Rectangular footprint with clipped corner at northwest corner
- Entrance on the clipped northwest corner
- Gable roof
- Pressed tin siding on west and north elevations, corrugated metal siding on east and south
- Irregular window placement

Methodology

On January 7, 2020, Alice P. Duffee undertook a field survey of the property to conduct a visual review and assessment of the building. Records searches were conducted at the following repositories, as well as a variety of online research websites:

- Mendocino County Recorder's office
- Mendocino County Historical Society
- City of Ukiah Building Department
- Northwest Information Center (NWIC)

- San Francisco Public Library (SFPL) online research databases
- California Digital Newspaper Collection
- Online Archive of California and a variety of online research websites

Evaluator qualifications

Alice P. Duffee of APD Preservation LLC conducted the evaluation of the historic character of the building at 101 South Main Street in Ukiah, California. Ms. Duffee holds a Master of Science degree in Historic Preservation from the University of Pennsylvania and a Bachelor of Arts in Architectural History from the University of Virginia. She has worked in the field of Cultural Resources Management for thirty years, twenty-six of which have been in Northern California. For the past eight years she has focused her attention on projects in the North Bay. Ms. Duffee exceeds the standards for “Architectural Historian” as defined by the Code of Federal Regulations (36 CFR Part 61) and is listed in the California Historical Resources Information System (CHRIS) as a consultant qualified to work in the fields of Architectural History and History.

Site Location

The building at 101 South Main Street sits on the southeast corner of the intersection of Perkins Street and South Main Street on the east side of the City of Ukiah. Both Perkins and South Main streets have multiple lanes of two-way traffic; South Main Street has limited street parking on the west side. The area is medium density commercial structures from the nineteenth and twentieth centuries interspersed with sparse landscaping.

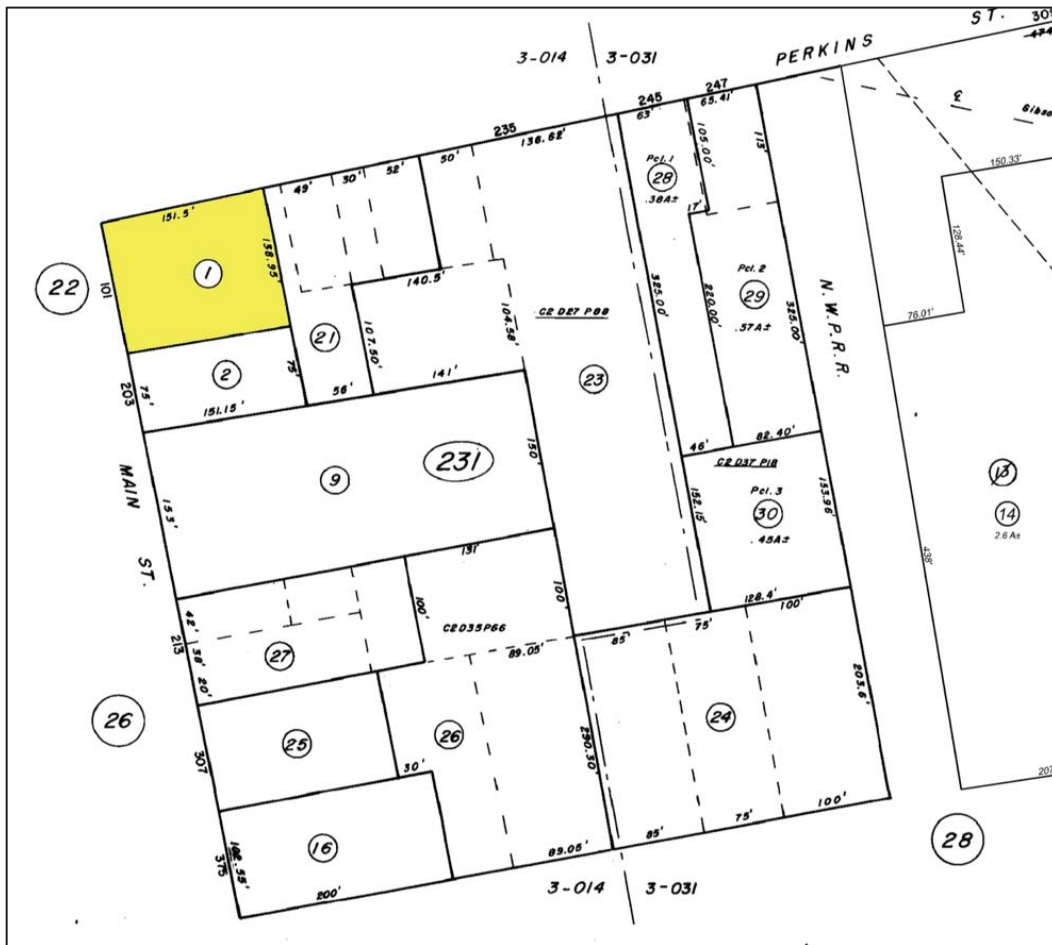


Figure 1: Parcel Map 2-23

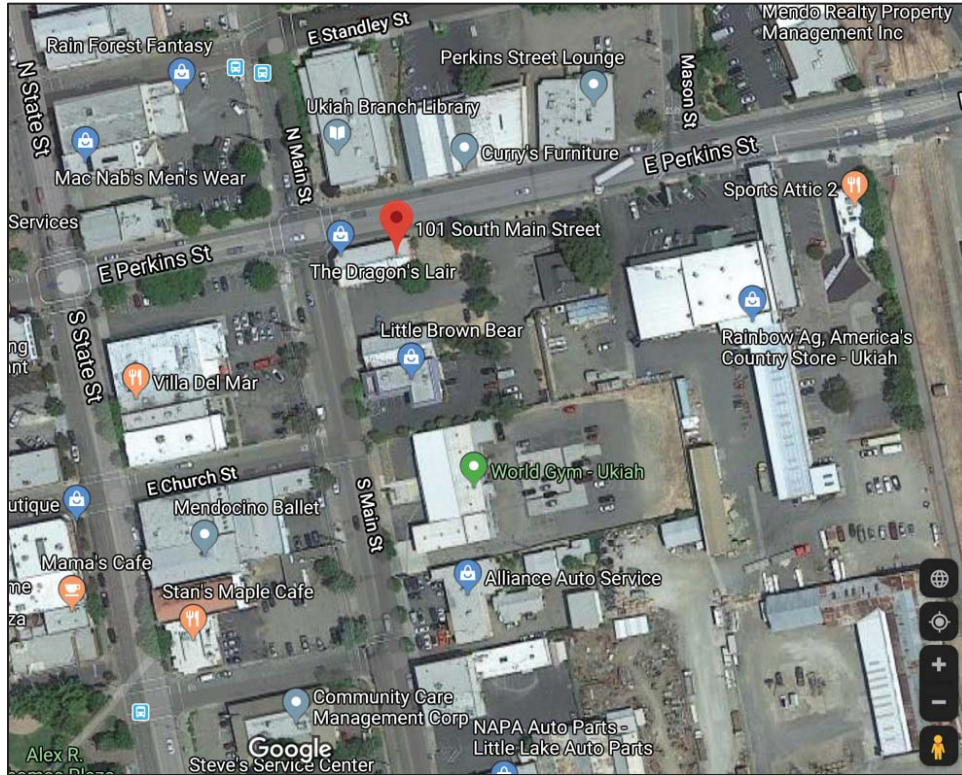


Figure 2: Aerial View of Project Area, Google Maps 2020

Description

The commercial building on the property is located at the southeast corner of the intersection of Perkins Street and South Main Street, fronting on both streets. It is one-story with a roughly rectangular footprint, with the northwest corner clipped to accommodate the primary entrance. The gable-roofed, wood frame structure is clad in corrugated metal and capped with corrugated metal roofing. The west and north elevations are faced in pressed tin to simulate rusticated, coursed, ashlar stone (see photo 37).

The west elevation, fronting South Main street, is dominated by a false front that extends above the gable end of the roof and is capped with a pronounced box cornice. While the street-facing side of the false front is faced with pressed tin, the rear is faced with corrugated metal (see photos 38, 39 and 40). The element is purely decorative. The 1937 marketing video of Ukiah indicates that, originally, this feature wrapped around both street-facing facades of the building. A 1938 aerial, however, shows that the northern section, facing Perkins Street, had been removed (see figures 22 and 23 below).

A corrugated metal awning extends the length of the west elevation and wraps around the northwest corner to shelter the primary entrance. A scalloped detail obscures the edge of the awning and adds a modicum of visual interest (see photo 32). The awning appears to be a modern replacement for a previous awning that appears in the 1937 video.

This elevation has three windows. The northernmost window appears in the 1937 video and appears to be original to the building. It is a fixed wood sash, single-paned window topped by a 6-paned transom window. The frame is simple board surround with a slightly projecting sill (see photo 33). The middle and southern windows appear to be later additions to the building, most likely when the building was converted from a feed store to a retail shop in 1963. The middle window replaced an open bay, and consists of a 2-paned, fixed sash set in an aluminum frame. A three-part, glass, jalousie transom extends across the width of the window. The surrounding frame is similar to the original window, except that the newer window has no

projecting sill. The southern-most window matches the middle window and appears to have been installed in 1963 to provide more light to the interior spaces (see photo 35).

The primary entrance is on the clipped northwest corner and consists of a pair of half-glass French doors with raised panels beneath arched glass panes (see photos 30 and 31). The door has a glass, jalousie transom and simple board frame. The doors are not original to the building, as evidenced by images from 1937 and 1948 (see figures 22 and 25 below).

The north elevation, fronting Perkins Street, has three original windows at irregular intervals and an infilled bay on the eastern corner. The original windows all have multi-lite, wood transoms. The western-most window is identical to the flanking window on the west elevation. To its east lies a set of three multi-paned windows framed as a single unit. Another single-paned, wood frame window is roughly centered on the elevation (see photos 46 and 48). The bay at the eastern corner has been infilled with corrugated metal and a small, single pane, wood framed window (see photo 47). The building's concrete foundation is visible on this elevation.

The east elevation has no openings and is covered with a mural of ionic columns that was painted in July 1982 by Neil Phillip Anderson and Rita Lowitt, according to the signature at the bottom right of the artwork (see photos 44 and 45).

The rear of the building (the south elevation) has a variety of mechanical equipment and a single pedestrian door at the eastern corner. A simple wood porch with four wood steps accesses the paneled rear door (see photos 41, 42 and 43).

Historical Context of Ukiah

The project area lies within the early “Rancho Yokaya,” which was an 8-square-league (35,541-acre) tract of land granted by Mexican Governor Pio Pico to Cayetano Juárez in 1845 in payment for Juárez’s decade of service to the Mexican government. The grant extended sixteen miles along the Russian River, from the southern end of Ukiah Valley to the northern end of Redwood Valley and ranged from one to two miles wide. It encompassed all of present day Ukiah.

The area remained sparsely settled by either Mexican or European settlers through the first half of the nineteenth century, though the Pomo Indians maintained a strong presence in the area. Around 1856 Samuel Lowry built a log cabin near what is now the northeast corner of Perkins and Main Street, and became Ukiah Valley’s first white settler. Lowry was born in Connecticut around 1818 and had come to Placer County with the Gold Rush.^{1 2}

In 1859 Mendocino County was officially carved out of Sonoma County, and Ukiah was selected as the county seat. The town was nestled between the coastal range of mountains and the Russian River, in the heart of the Ukiah Valley. The name Ukiah came from the Indian word “Yo’Kia,” meaning deep valley. Rathburn erected the first courthouse at a cost of \$7,000.³

¹ 1850 U.S. Census and 1852 California Census. (www.ancestry.com)

² Lyman L. Palmer, History of Mendocino County, California : Comprising its Geography, Geology, Topography, Climatography, Springs and Timber (San Francisco, CA: Alley, Bowen, 1880), page 475.

³ C. A. Menefee, Historical and Descriptive Sketch Book of Napa, Sonoma, Lake and Mendocino (Napa, CA: Reporter Publishing House, 1873), page 341.



The town grew steadily, though it remained a relatively remote outpost in the hinterlands of Northern California for several more decades. Through the 1860s-1880s, access was restricted to overland routes, with San Francisco being a two-day journey via stagecoach.⁴

The area around the intersection of the current Perkins and Main streets was one of the earliest settlement locations for the town. Lowry had built his log cabin in this location, and then sold the 160-acre parcel to Absalom Tidwell Perkins in 1857.^{5 6}

Perkins, his wife Elizabeth, and their five children relocated to Ukiah from Yuba County, north of Sacramento.⁷ Within a year, Perkins built a house for his family near the southwest corner of the current Perkins and Main streets, took over Lowry's blacksmith shop on the northeast corner of the intersection, built a store to the west on Main Street and built a schoolhouse south of Perkins Street and west of State Street.⁸ On the southeast corner of Perkins and Main, on the site of the current Project Area, Perkins built a "feed stable for the accommodation of freighting teams."⁹ By 1860, Ukiah had approximately 25 dwellings and a budding commercial district.¹⁰

A.T. Perkins was possibly "the most important man of the region in those days."¹¹ In 1863 he launched a local newspaper, the Constitutional Democrat. Perkins was also a silent partner of "one of the leading mercantile establishments of early days in Ukiah."¹² His blacksmith/wagon shop was considered the largest on the north coast. In 1873 he shut down his blacksmith shop and turned his attention to his dry goods store.¹³ A.T. Perkins, however, continued to work as a blacksmith, and was mortally kicked by a horse he was shoeing. After a two-week period of paralysis, A.T. Perkins died in Ukiah on August 27, 1879.¹⁴

Meanwhile, the town continued on its trajectory of steady growth. Ukiah was officially incorporated in 1872 and a more substantial courthouse replaced the earlier structure. The new building was quite a bit grander, and cost the county \$40,000.¹⁵ County Court convened in the new hall for the first time in March 1873. At this time the town boasted a variety of stores, four churches, seven saloons, and two livery stable. Ukiah's streets were surveyed and laid out in 1876.

⁴ Palmer, page 481.

⁵ Aurelius O. Carpenter and Percy H. Millberry, History of Mendocino and Lake Counties, California, with Biographical Sketches (Los Angeles, CA: Historic Record Company, 1914), page 71.

⁶ Palmer, page 475.

⁷ Palmer states that the family moved from Marysville, CA, (page 476), though a genealogical search indicates that their daughter Emily Saline Perkins was born in Wheatland (Yuba County) in November 1856, not Marysville. Both towns, however, are in Yuba County north of Sacramento.

⁸ Palmer, page 477.

⁹ Palmer, page 480.

¹⁰ Palmer, page 480.

¹¹ Frank L. Perkins, letter to his nephew, Morgan L. Perkins, March 11, 1945, page 4. (www.ancestry.com).

¹² Frank L. Perkins, page 4.

¹³ Mendocino Democrat, 10/25/1873. Courtesy of the Mendocino County Historical Society.

¹⁴ Frank L. Perkins, page 4.

¹⁵ Menefee, page 341.



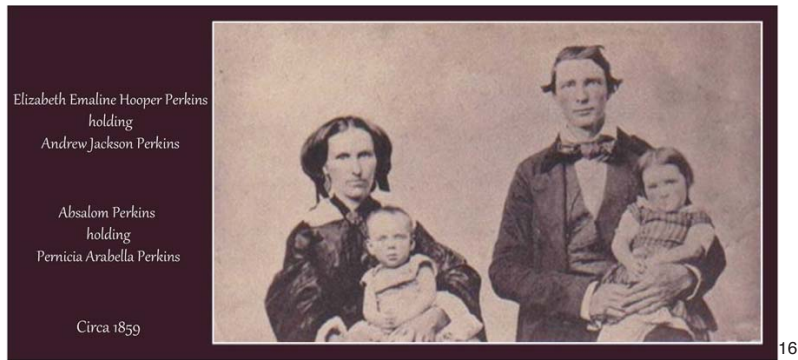


Figure 4: Absalom and Mary Perkins, 1859

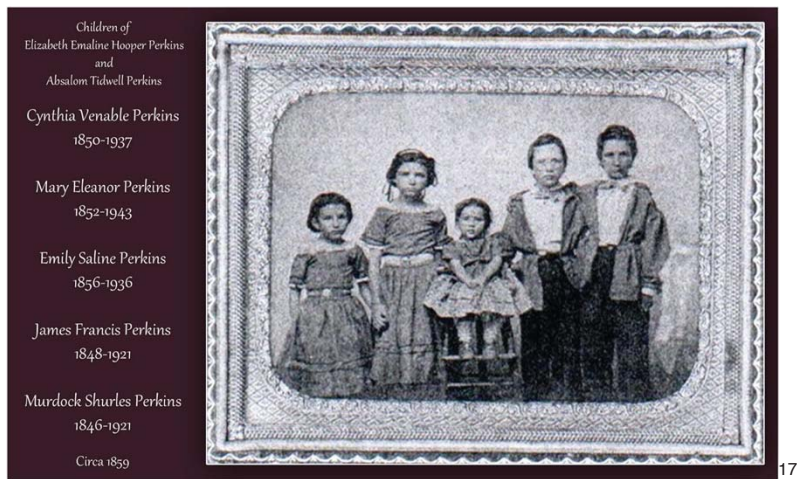


Figure 5: Perkins Children, 1859

Ukiah's sparse population and relative remoteness delayed the arrival of the railroad. On August 30, 1869, San Francisco & North Pacific Railroad (SF & NPRR) drove in its first railroad stake in Petaluma; it reached Santa Rosa in 1870 and Cloverdale in 1872. In 1886 the Cloverdale and Ukiah Railroad was formed to extend the SF & NPRR north to Ukiah; the line was completed in 1889, twenty years after it began in Petaluma. The improved transportation network did open up Mendocino County to greater commercial and industrial growth, though the population did not expand rapidly.

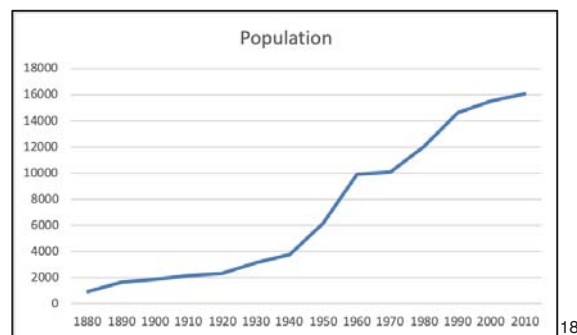


Figure 6: Ukiah Population, 1880 to 2010

¹⁶ www.ancestry.com

¹⁷ www.ancestry.com

¹⁸ "Census of Population and Housing", Census.gov.

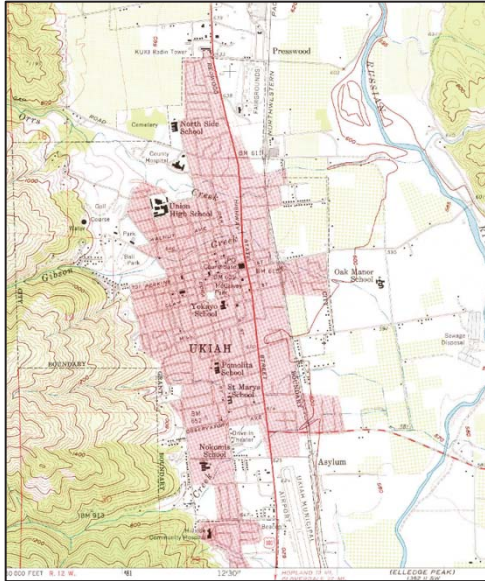


Figure 9: 1958 USGS Quad, Ukiah, Ca

On Monday, June 1917, the town of Ukiah changed forever. At 3:00 pm a fire was spotted at a Chinese restaurant on the west side of State Street, between Perkins and Church streets. The flames quickly consumed the modest frame structure and spread to the adjoining Fashion Livery on the north. Strong winds pushed the flames east, forging a two-block wide path of destruction from State street to the railroad tracks. The area was rebuilt over the next decade, showcasing the resilience of the community.

**GREATEST FIRE IN HISTORY OF UKIAH INFLECTS
LOSS OF OVER \$180,000 INSIDE BRIEF PERIOD
OF TIME LAST MONDAY. ABOUT HALF INSURED**

Figure 7: Headline of Ukiah Dispatch, June 22, 1917



Figure 8: Post fire photograph of the west side of State Street, between Perkins and Church Streets
(courtesy of Ed Bold)

Like communities up and down the west coast, growth of Ukiah skyrocketed after World War II as veterans returned home and took advantage of numerous government programs designed to promote home ownership and community stability. Between 1940 and 1950, the population of Ukiah nearly doubled, jumping from 3,731 to 6,120.

Today, Ukiah boasts a population over 16,000 people. It has a solid commercial district spiraling out from State and Perkins streets.

W. J. Ellis is building a two-story frame building 26x50 on the southeast corner of Main and Perkins streets. Buckle & Keenan will occupy the lower story as a blacksmith and carriage shop, and the upper story will be used as a paint shop.

Figure 10: *Ukiah Daily Journal*, November 27, 1891

History of 101 South Main Street

From its earliest days, the project area has been in the midst of Ukiah's commercial heart. Beginning in 1856, Samuel Lowry built a blacksmith shop on what today is the northeast corner of Main and Perkins Streets, across from the project area. In 1857, Lowry sold a 160-acre parcel, including the project area, to the pioneering Perkins family who was relocating to the area from Arkansas via Yuba County. A. T. Perkins ran his own blacksmith shop out of the facility on the property, and built a supporting "feed stable for the accommodation of freighting teams" across the road on the site of the current project area.¹⁹

In 1878, Perkins sold the parcel to Robert McKindley, who continued to run the livery until 1885, when David Frost purchased the property. The 1885 and 1888 Sanborn Fire Insurance maps show two adjoining, 1-story, wood-frame buildings, one used for hay and one as a wagon shed.

I.N. Stapp and W.J. Ellis purchased the property in 1887. Wallace Johnson Ellis was a Civil War Veteran who relocated to Ukiah around 1876, following his marriage to his second wife, Orlena A. Brown Ellis.

In 1889, Ellis tore down A.T. Perkins' original stable on the project area, and in 1890 he bought out his business partner.²⁰ By 1891, the newspaper reported that Ellis was erecting a new, 26' x 50' building for

Buckle & Keenan on the site. The building was intended to be two stories, but within a week the *Dispatch Democrat* reported that the building was reduced to one story.²¹ While the corner building (on the project area) was a blacksmith shop, Ellis operated his "Ellis Feed Barn" on the rest of the property (see Sanborn Fire Insurance Maps below). George Clark took over operation of the "Ellis Feed Barn" in 1903.

W. J. Ellis died October 7, 1909, leaving the property to his wife, Orlena. Orlena Ellis continued to rent out the commercial buildings on the property.

In June 1917 an epic fire cleared the entire block bounded by Perkins, Main, Church and the railroad, including the project area. In July 1921, following the fire, the *Ukiah Republican Press* reported that Mrs. W. J. Ellis planned to rebuild the structure, which would measure 30' x 150'.²² It is not clear if Ellis actually did rebuild the property, though.

In October 1920 Orlena Ellis sold the property to William Martin Cox, though the deed does not specify whether there was a structure on it. Cox was born in 1860 in Ukiah, and was a general merchant. Most notably, he operated a hardware store.

Wagons, Carriages,
...AND...
BUGGIES.
A. T. PERKINS & Co.
Ukiah City.
Desire to inform the public that they keep constantly on hand, a large stock of
WAGONS,
CARRIAGES,
and **BUGGIES.**
Of the latest styles, made by experienced workmen and warranted to give satisfaction. Persons wanting anything in this line will do well to examine our stock,
BEFORE PURCHASING !
We are also Agents for imported wagons, which we can sell on
Sixty Days Time
if desired. We have connected with our business, a first-class
Repairing and Horseshoeing
shop, to which we give our personal attention. Terms reasonable.
A. T. Perkins, & Co.
Ukiah, April 1, 1873. 9-9 tf

Figure 11: Perkins ad, *Mendocino Democrat*, November 1, 1873

NEW FEED STABLE
—AND—
Hay Yard,
R. & J. McKindley, Proprietors,
COR. MAIN AND PERKINS STS.,
(Opp. Marks' Warehouse),
UKIAH CITY CAL.
EVERY ATTENTION PAID TO TEAMS.
The best of feed always kept on hand. Teamsters will find it greatly to their advantage to put up their teams with us as we have greatly reduced the prices of feeding. 49

Figure 12: McKindley Livery, *Ukiah City Press*, August 9, 1878

¹⁹ Palmer, page 481.

²⁰ *Dispatch Democrat*, June 6, 1889, page 3 column 3. Courtesy of the Mendocino Historical Society.

²¹ *Dispatch Democrat*, December 4, 1891. Courtesy of the Mendocino County Historical Society.

²² *Ukiah Republican Press*, July 20, 1917. Courtesy of the Mendocino County Historical Society

By 1921 the building was standing and was the new home to Holz Feeds. The 1929 Sanborn Fire Insurance Map shows the building on the site, in its existing configuration, including the clipped northwest corner (see figure 16 below). That building still stands on the site at 101 South Main Street and is the project area.

ELLIS FEED BARN.

One of the newest additions to the business directory of Ukiah is the name of George Clark, proprietor of the Ellis Feed Barn. Mr. Clark succeeded W. J. Ellis October 26th, and is prepared to care for horses and teams, both regular and transient. With his large barn and spacious feed yard he can easily accommodate fifty head at one time. The best of attention is accorded to all animals left in his charge, and prompt and courteous attention and reasonable prices are the invariable rules. Special rates are made for regular boarders and patrons of this barn can rest assured that their stock will be well cared for and receive the very best of attention.

Figure 14: "Ellis Feed Barn," *Ukiah Dispatch*, November 13, 1903

Holz FEEDS
UKIAH, CAL.

I DESIRE TO ANNOUNCE TO THE PUBLIC I HAVE DISPOSED OF MY INTEREST IN THE UKIAH MILLING COMPANY, AND WILL ON JULY 1, 1921, SEVER ALL CONNECTION WITH THAT COMPANY.

THE HOLZ FEED CO., HAS BEEN ORGANIZED BY ME, AND ON JULY 1, 1921, WILL OPEN A STORE ON THE SOUTHEAST CORNER OF MAIN AND PERKINS STREETS IN UKIAH, WHERE I WILL CONDUCT A GENERAL FEED AND COMMISSION BUSINESS, AND BUY AND SELL FARM PRODUCE OF EVERY KIND, INCLUDING GRAIN, HAY, FEEDSTUFFS AND EGGS, AND WILL ALSO MAKE A SPECIALTY OF GRINDING FEEDS TO ORDER.

L. J. HOLZHAUSER.

HOLZ FEED CO.
Phone 165 Ukiah City

Figure 13: Holz Feed Co. Advertisement, *Ukiah Dispatch Democrat*, June 24, 1921

Stamped sheet metal had been available since the 1870s, when it was showcased by Kittredge Cornice & Ornament Company at the Philadelphia Centennial Exhibition. The popularity of this cladding material, as well as full metal storefronts, soared as a result of more economical fabrication methods and the expanded distribution channels presented by the transcontinental railroad in the 1880s. Manufacturers blanketed the country with hundreds of thousands of catalogs, promoting their metal storefronts as more durable and fire resistant than traditional wood clapboards, as well as an economical means of ornamentation.

GEO. L. MESKER & CO.
EVANSVILLE, IND., U.S.A.

1905 EDITION. DESIGNERS & MANUFACTURERS OF

Store Fronts

OUR SPECIALTIES

CAST IRON
SILLS, COLUMNS, LINTELS, GRATES.
STEEL
BEAMS, CHANNELS, ANGLES.
GALVANIZED IRON
FRONTS, CORNICES & CEILINGS.
WOODWORK
SHOW WINDOWS, DOORS, GLASS.
WROUGHT IRON
RODS, BOLTS, ANCHORS, GRATES.

LARGEST & MOST COMPLETE
ESTABLISHMENT IN THE
UNITED STATES.

1905 George L. Mesker & Co. Catalog

Between 1870 and 1930 there were more than forty-five architectural metal manufacturers in ten states. The majority of these firms were located along rail lines near raw materials in states including Ohio, Pennsylvania, Indiana, and New York. By 1905, George L. Mesker & Co. was advertising that his products were in every state of the country.

By the second decade of the century, however, the popularity of the metal storefronts was waning. Cox's metal building on South Main Street was at the tail end of the trend.

Cox died from injuries sustained in a car accident on July 6, 1921. His widow, Eugenia, inherited the property, which was eventually sold to W.T. Robuson after her death in 1937.

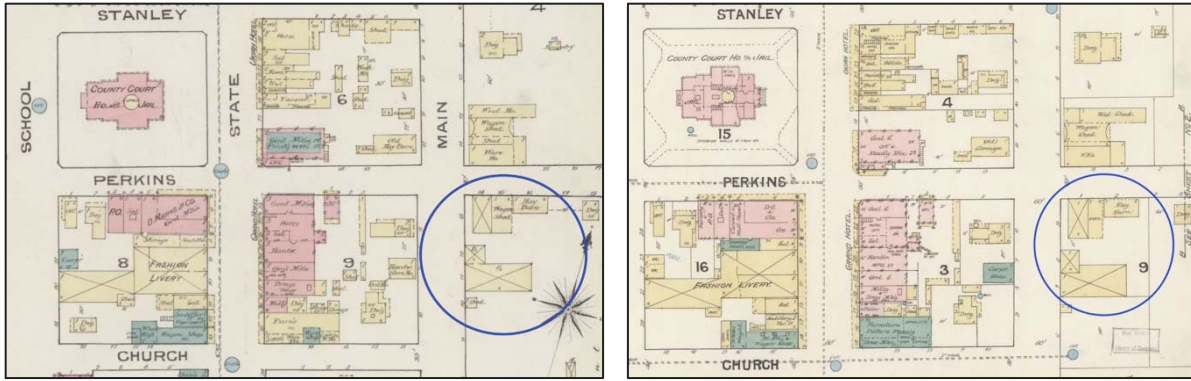


Figure 15: 1885 and 1888 Sanborn Fire Insurance Maps

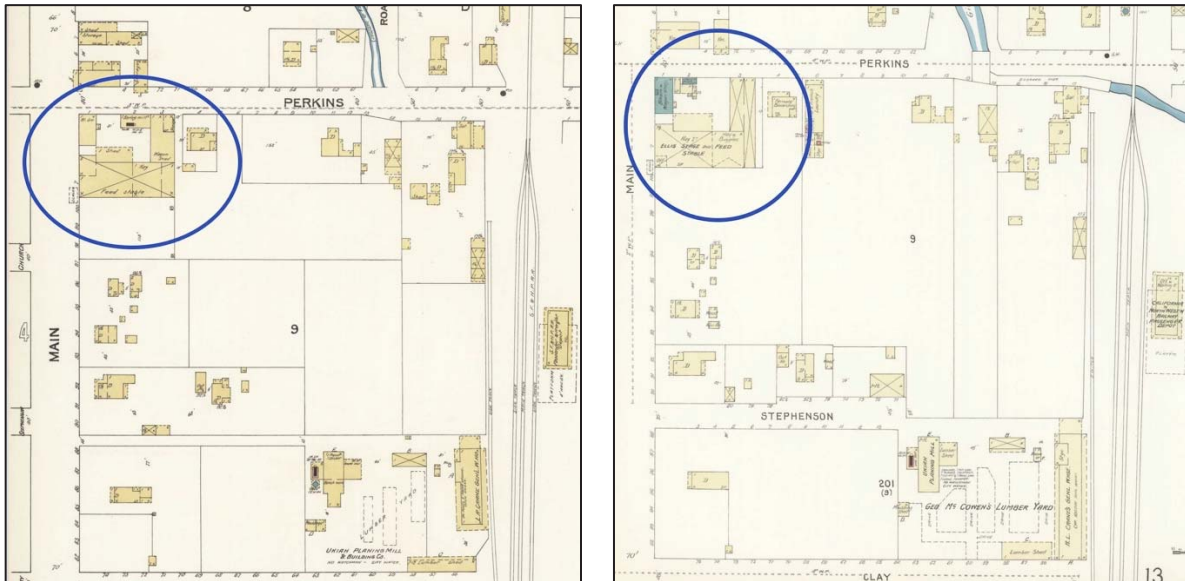


Figure 16: 1893 and 1898 Sanborn Fire Insurance Maps

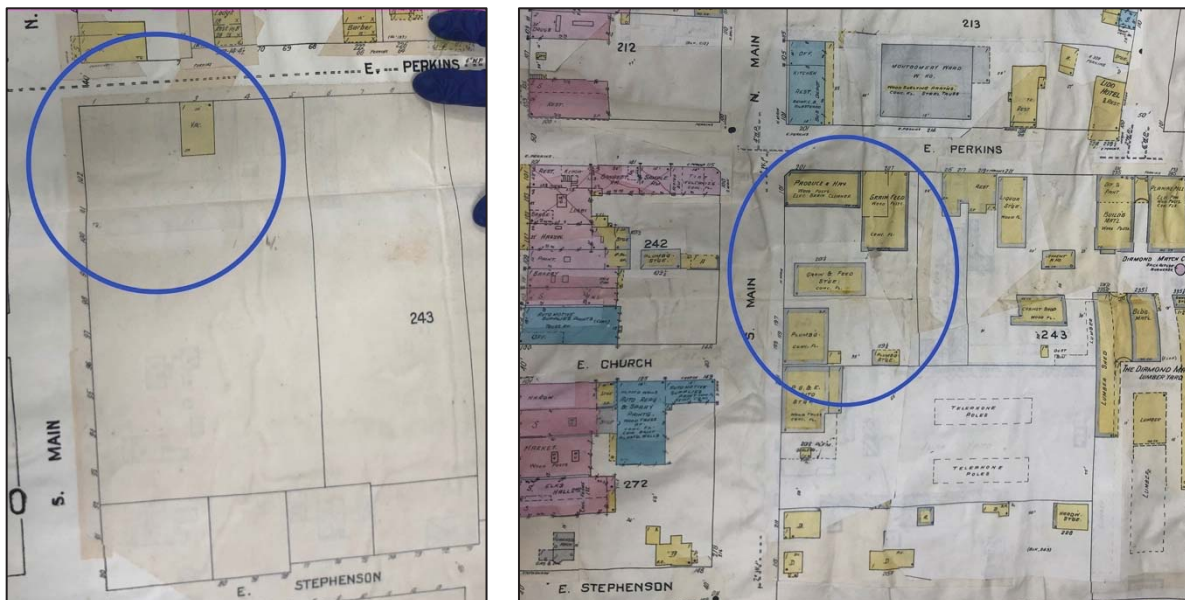


Figure 17: 1918 (post fire) and 1929 Sanborn Fire Insurance Maps (courtesy of Mendocino County Historical Society)



Figure 19: Mercer's Feeds Advertisement, Ukiah Dispatch, May 15, 1927

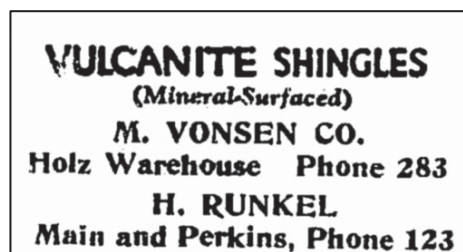


Figure 18: M. Vonsen Co. advertisement, Ukiah Republican Press, April 2, 1930



Figure 20: H & W Feed Co. advertisement, Ukiah Daily Journal, November 9, 1956

The building remained in constant use as a feed store from 1921 until 1963, through four different businesses: Holz Feed Co., H & W Feed Co., M. Vonsen Co., and Mercer Feed Co. The building's proximity to the railroad depot on the east side of the block made it an attractive commercial venture.

A 1937 marketing film made to promote and showcase local businesses in Ukiah includes footage of the building as it appeared shortly after its construction (see figure 20 below). The building has been slightly modified since then.

The fenestration on the north elevation retains its 1937 appearance, though the west side has changed with the open bay being replaced by two windows. The primary entrance has also been changed from its original 6-paneled doors with multi-paned transom to the current half-glass door with jalousie transom (see photo 31). The awning has been replaced and redesigned to wrap around the northwest corner to shelter the entrance. An aerial photograph from 1938 indicates that the false front across the north elevation was removed between 1937 and 1938 (see figure 21 below).

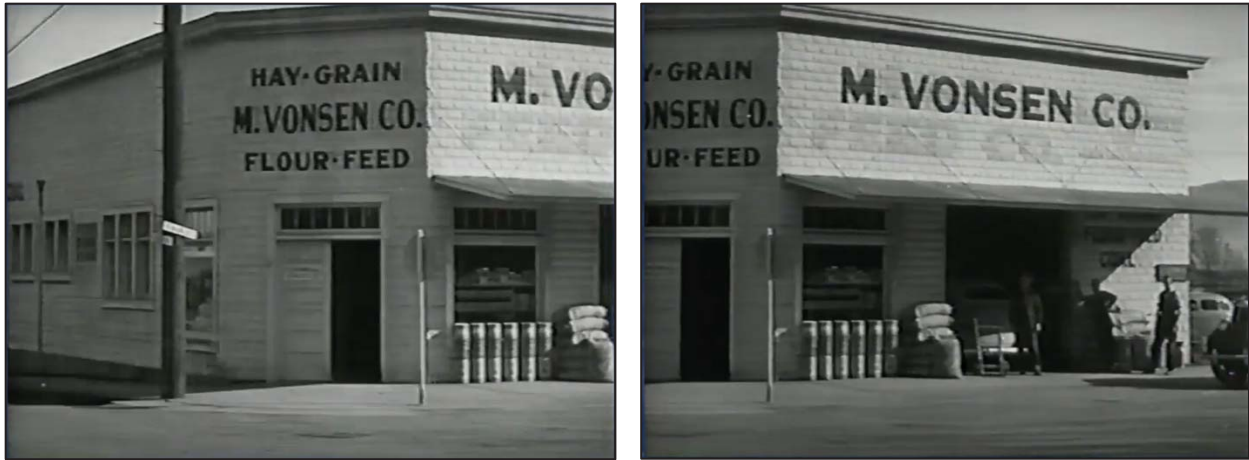


Figure 21: 1937, Ukiah Marketing Movie, minute 7:02 and 7:06

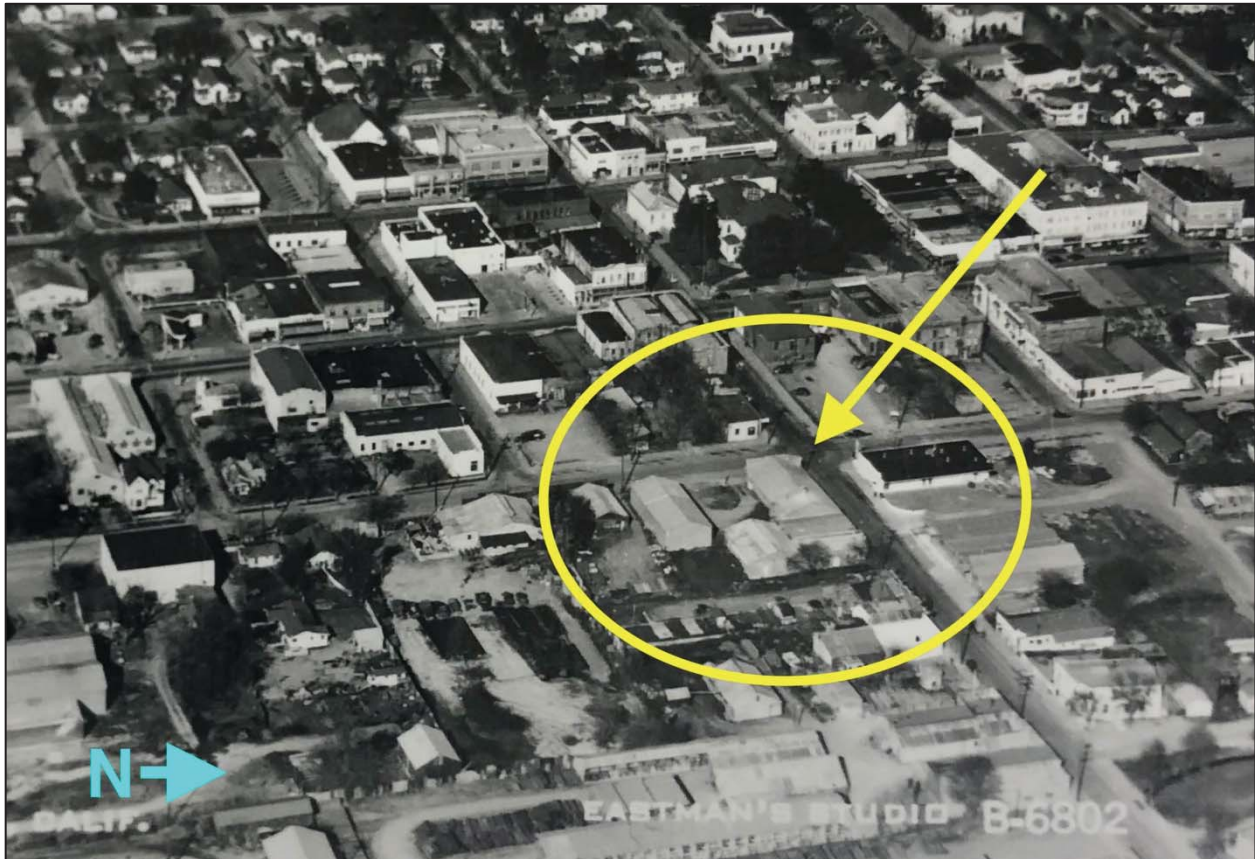


Figure 22: 1938 Aerial of Ukiah (courtesy of Mendocino County Historical Society)



Figure 23: 1948, photograph by Phyllis Bartolomie (courtesy of the Mendocino County Historical Society)



Figure 24: 1948, photograph by Phyllis Bartolomie (courtesy of the Mendocino County Historical Society)



*Figure 25: Advertisement for "Piet's Antieks,"
Ukiah Daily Journal, January 20, 1980*

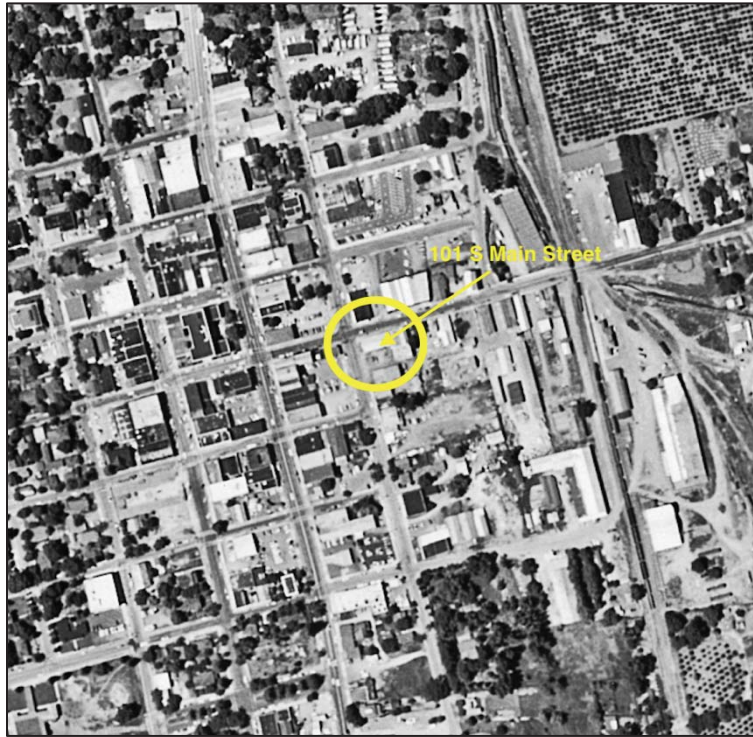


Figure 26: 1957 Aerial of Ukiah (Cartwright Aerial Surveys, CAS-1957)

In 1963 the building was transformed into retail space and became the site of "Schuler's Surplus Sales." A building permit from July 17, 1962, states that air conditioning was installed in the structure, supporting the hypothesis that the building was repurposed at this time. It is probable that the bay on the west elevation was replaced with two windows at this time to better enclose the space for retail use. The use of jalousie transoms on these two windows also supports this date, given the popularity of jalousie windows in the 1950s and 1960s. The front door appears to have been replaced at this time with the current half-glass French doors with jalousie transom. These replacement doors provided significantly more light to the interior.

This change of use was indicative of the changing face of Ukiah at mid-century. The modern town needed general retail space instead of feed stores, wagon sheds and blacksmith shops.

The building has remained in consistent use as a commercial facility since 1963, cycling through at least seven tenants, as outlined in the "Table of Tenants" below. The current business, "Dragon's Lair," has been in the building since 1995.

Permit records for the property include:

- 7/17/1962 Installation of air conditioning
- 3/4/1985 Retroactive permit for interior and mechanical modifications
- 4/18/1985 Interior modifications for Main Street Wine & Cheese

Table of Owners

Date	Owner	Notes	Source
1845	Cayetano Juarez	Rancho Yokaya (8 square leagues)	Hoffman, 1862.
1856	Samuel Lowry	160 acres	Carpenter & Milberry, p. 475
1857	A.T. Perkins		Carpenter & Milberry, p. 475
7/18/1878	Robert McKindley [sic]	130' (E-W) x 92' (N-S), Perkins & Main	Deed Book 18, p. 358
8/4/1885	David Frost		Deed Book 36, p. 254
6/25/1887	I.N. Stapp & W.J. Ellis		Deed Book 40, p. 536
9/20/1890	W.J. Ellis		Deed Book 53, p. 148
10/25/1920	W.M. Cox	207.15' (E-W) x 213.95' (N-S)	Deed Book 161, p. 338
3/21/1922	Eugenia B. Cox	(same)	Deed Book 167, p. 449
2/15/1937	W.T. Robuson	151.15' (E-W) x 138.95' (N-S)	Official Records Book 113, p. 241
3/10/1957	McCarty's a co-partnership	(same)	Deed Book 475, p. 78
1/27/1970	Jing Quan (1/2) & Phillip Quan (1/2)		Deed Book 809, p. 514
4/6/2011	Rosita Quan		Record 2011-04877
1/29/2016	Todd & Noel Schapmire		Record 2016-01157

Table of Tenants

Date	Tenant
1921	Holz Feed Co.
1923-1929	H&W Feed Co.
1930-1956	M. Vonsen Co. (Hay, Grain, Flour, Feed)
1956-1961	Mercer Feed Co.
1963-1967	Schuler's Surplus Sales
1969-1972	UVARC Thrift Shop
1973 – 1978	Ukiah Valley Thrift Shop
1980-1985	Piet's Antieks
1985-1991	Main Street Wine and Cheese
1992	Political Campaign headquarters
1995	Dragon's Lair

Determination of Eligibility

The California Environmental Quality Act (PRC §21084.1) and its associated guidelines for implementation (CCR Title 14, Chapter 3, sections 15000 et seq.) defines historic resources as any object, building, structure, site, area, place, record or manuscript that, in general, meets at least one of the following four criteria:²³

1. listed in the California Register of Historical Resources (PRC §5024.1 Title 14 CCR, Section 4850 et seq);
2. determined eligible for listing the California Register by the State Historic Preservation office;
3. included in a local register of historical resources (as defined in PRC §5024.1(g); OR
4. determined by the lead agency, through the presence of substantial evidence, to be historically significant because of its association with significant events, association with significant persons, architectural distinction, or potential to yield information important in history or prehistory.

The building at 101 South Main Street is identified in the 1985 “Ukiah Historic Resource Survey” and the 1999 “City of Ukiah Architectural Survey” as historically significant. It is included in the State of California’s “Built Environmental Resource Database (BERD)” with a designation of “**5S2**,” meaning that a local government has recognized the resource as “eligible for local listing or designation.” Where the previous local inventory suggests that the building is eligible for listing on the National Register of Historic Places (NRHP), I defer to the State of California’s assessment that the building is significant at the LOCAL level and not the national level. (See Appendix B for copies of local inventory forms.)

CRITERIA

According to the California Office of Historic Preservation (OHP), a building, structure or object is eligible for listing in the California Register if it meets one or more of the four following criteria:²⁴

Criteria	101 South Main Street
1. Associated with events that have made a significant contribution to the broad patterns of local or regional history or the cultural heritage of California or the United States.	This commercial building is directly associated with the post-fire, early twentieth century commercial development of the east side of Ukiah.
2. Associated with the lives of persons important to local, California or national history.	While the property was initially developed by one of Ukiah’s founding fathers (A.T. Perkins), the current building was built after that period. It is not directly associated with any persons significant to local, state or national history.

²³ [https://govt.westlaw.com/calregs/Document/IFFC7DA00D48511DEBC02831C6D6C108E?viewType=Full&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Document/IFFC7DA00D48511DEBC02831C6D6C108E?viewType=Full&transitionType=Default&contextData=(sc.Default))

²⁴ Pub. Res. Code 5024.1, Title 14 CCR, Section 4852.



3. Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values.	The utilitarian building is not architecturally distinctive and does not possess high artistic values.
4. Has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California or the nation	Even though no archeological surveys have been conducted on this site specifically, there remains a possibility that buried archaeological deposits could be present and that accidental discovery could occur. In keeping with the CEQA guidelines, if such archaeological remains are unearthed, work at the place of discovery should be halted immediately until a qualified archaeologist can evaluate the finds. Should archeological resources be discovered, avoidance and preservation in place would be the preferred forms of mitigation. Prehistoric archaeological indicators include: obsidian and chert flakes and chipped stone tools; grinding and mashing implements (e.g., slabs and handstones, and mortars and pestles); bedrock outcrops and boulders with mortar cups; and locally darkened midden soils. Midden soils may contain a combination of any of the previously listed items, with the possible addition of bone and shell remains and fire-affected stones. Historic period site indicators generally include: fragments of glass, ceramic, and metal objects; milled and split lumber; and structure and feature remains, such as building foundations and discrete trash deposits (e.g. wells, privy pits, dumps).

INTEGRITY ANALYSIS

Integrity is the ability of a property to convey its historic significance. It consists of seven aspects: location, design, setting, materials, workmanship, feeling and association.²⁵

Integrity Element	101 South Main Street	Conclusion
Location (<i>"place where the property was built"</i>)	The building retains its integrity of location as it has not been moved or relocated.	INTACT
Design (<i>"combination of elements that"</i>)	Changes to the building include removing the false front across the north elevation, replacing the awning in a similar location, infilling a bay at	INTACT

²⁵ http://www.nps.gov/nr/publications/bulletins/nrb15/nrb15_8.htm



<i>create the form, plan, space, structure, and style” (NPS)</i>	the northeast corner of the north elevation, infilling a bay on the west elevation and adding two windows to the west elevation. These changes, however, do not impede the structure’s ability to convey its 1921 origins as a commercial building. At the same time, the building retains its basic utilitarian design.	
Setting (“physical environment”)	The nineteenth and early-twentieth century commercial setting has been gradually converted into a modern commercial intersection. Only two buildings from the early twentieth century (post 1917 fire) remain to tell the story of the commercial history of this block.	COMPROMISED
Materials	The original materials remain predominantly intact on all four elevations, though they have been patched and replaced in-kind over the past century.	INTACT
Workmanship (“evidence of labor and skill”)	The utilitarian building does not display notable workmanship.	N/A
Feeling (“expression of the aesthetic or historic sense of a particular period of time”)	The site itself retains its basic light industrial/commercial feeling, though the surrounding area has been altered. Almost all of the other light industrial buildings in the area have been demolished and replaced with modern commercial buildings, including the mid-century post office across the street and the modern buildings directly east and south of the project area. The block no longer services agricultural functions of the surrounding area.	INTACT
Association (“direct link between an important historic event or person”)	The property directly retains its early commercial associations. The building appears basically as it did when it was built around 1921, with minor changes to the fenestration, roof line and entrances.	INTACT

CHARACTER DEFINING FEATURES

The National Park Service defines character and “character defining features” as:

those visual aspects and physical features that comprise the appearance of every historic building. Character-defining elements include the overall shape of the building, its materials, craftsmanship, decorative details, interior spaces and features, as well as the various aspects of its site and environment.²⁶

²⁶ Lee H. Nelson, FAIA, Preservation Brief 17: Architectural Character (Washington, D.C. National Park Service, 1988), p. 1.



The following table addresses the standard elements of “character defining features” as applied to 101 South Main Street.

Feature	101 South Main Street
Shape	1-story. Rectangular footprint. Clipped at NW corner.
Roof and roof features	Gabled roof with false front on the west elevation fronting South Main Street.
Openings	Entrance at the clipped NW corner. Irregularly spaced window openings of varying sizes and shapes across the west and north elevations. No windows on the south or east sides. <i>Note: The current front door is a replacement feature in the location of the original doors ,and the southern windows on the west elevation are not original to the building. Both of these modifications date to 1963.</i>
Projections	Porch at SE corner. Metal awning with corrugated metal roof across the west elevation. <i>Note: The current awning is a replacement awning in roughly the same location as the original feature.</i>
Trim & Secondary Features	None.
Materials (from a distance)	Metal.
Setting	Medium Density Commercial.
Materials (at close range)	Pressed tin. Corrugated metal.
Craft Details	None.

Conclusion

The building at 101 South Main Street dates from 1921, is included in Ukiah’s 1985 “Historic Resources Survey,” and is included in the State of California’s “Built Environmental Resource Database (BERD)” with a designation of “**5S2**,” meaning that a local government has recognized the resource as “eligible for local listing or designation.” Where the previous local inventory suggests that the building is eligible for listing on the National Register of Historic Places (NRHP), I defer to the State of California’s more recent determination that the building is significant at the LOCAL level and not the national level.

Further evaluation and research of the property confirms that the information in the earlier reconnaissance level survey is correct and that the building appears to be significant for its association with the post-fire redevelopment of Ukiah (criterion 1). Its period of significance is 1921 (its inferred construction date), and the building retains enough physical integrity to convey its early twentieth century commercial origins, which render it historic. The dilapidated utilitarian building does not appear to be significant for its architectural merit (criterion 3).

Based on extensive research of the development of this parcel, it is my professional opinion that the **building qualifies as an historic resource** under the California Environmental Quality Act (CEQA).

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<https://www.library.ucsb.edu/src/airphotos>

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Photo 27: West elevation (facing South Main Street)



Photo 28: Northwest corner, entrance



Photo 29: Northwest corner, front door

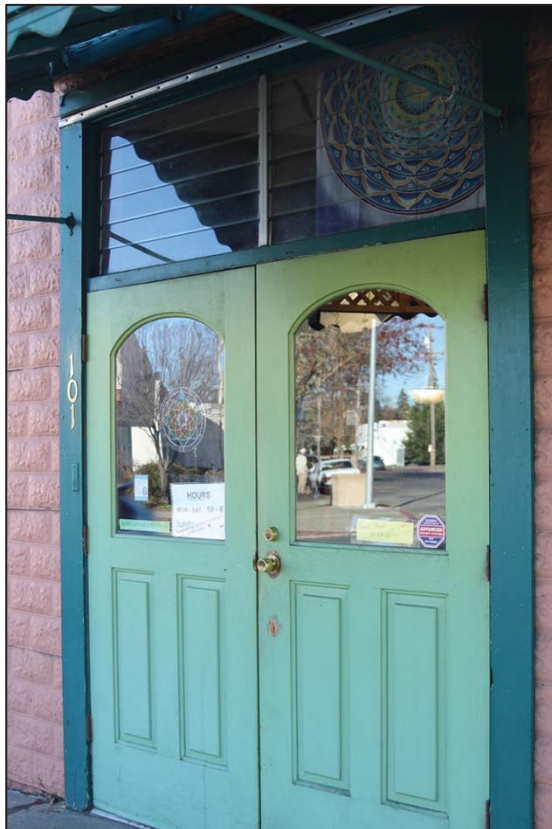


Photo 30: Northwest corner, door and jalousie transom (not original)



Photo 31: Northwest corner, detail of metal awning



Photo 32: West elevation, window with multi lite transom (original)



Photo 33: West elevation, middle window with jalousie transom (ca 1963)



Photo 34: West elevation, south window with jalousie transom (ca 1963)



Photo 35: West elevation, ceiling of awning



Photo 36: West elevation, condition of pressed tin



Photo 37: West elevation, false fronting (looking NE)



Photo 38: West elevation false front (looking NW)



Photo 39: West elevation, false front (looking SW)



Photo 40: South elevation



Photo 41: South elevation, mechanical equipment detail



Photo 42: South elevation, pedestrian entrance at SE corner



Photo 43: East elevation, mural



Photo 44: East elevation, mural signature



Photo 45: North elevation (fronting Perkins Street)



Photo 46: North elevation, infilled bay at NE corner



Photo 47: North elevation, mural and windows



Photo 48: Setting, neighbor to the south



Photo 49: Setting, looking south on South Main Street



Photo 50: Setting, SW corner of Perkins and South Main streets



Photo 51: Setting, looking west on Perkins Street



Photo 52: Setting, NW corner of Perkins and South Main streets



Photo 53: Setting, west side of Main Street, looking NW from project area



Photo 54: Setting, neighbor to north (NE corner of Perkins and Main streets)



Photo 55: Setting, looking east on Perkins Street (north side)



Photo 56: Setting, looking east on Perkins Street (south side)



Photo 57: Setting, parking lot and neighbor to the east

**Appendix B: Ukiah “Historic Resources Inventory” survey forms (1985,
revised 1999)**

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

HISTORIC RESOURCES INVENTORY

Ser. No. _____
HABS _____ HAER _____ NR 5 SHL _____ Loc _____
UTM: A 10/482280 B 4333240
C _____ D _____

IDENTIFICATION

1. Common name: Main Street Wine and Cheese
2. Historic name: W.M. Cox Company
3. Street or rural address: 101 So. Main Street
City Ukiah Zip 95482 County Mendocino
4. Parcel number: 002-231-01
5. Present Owner: Jing Quan Address: 247 E. Perkins
City Ukiah Zip 95482 Ownership is: Public _____ Private X
6. Present Use: Commercial Original use: Commercial

DESCRIPTION

- 7a. Architectural style: Vernacular Commercial
- 7b. Briefly describe the present *physical description* of the site or structure and describe any major alterations from its original condition:

The small one story commercial building is rectangular in form, with an angular corner. The main body of the building has a gabled form roof, behind the tall parapeted facade wall of the shop front. A molded tin cornice projects from the top of the wall, and a canopy extends over the ground floor shop windows and angled entry. The north elevation contains a large window and two smaller grouped ones all with multi-paned upper portions. The frame building is sheathed with pressed metal panels, patterned to resemble courses of rusticated stone. Signs have been added to the facade and the corrugated metal sheathing rear of the store has been painted with stylized Greek columns.

Alterations include some modifications to openings on sides and rear of building, minor additions to the south elevation, and some interior remodeling. A tromp l'oeil painting of large classical columns was painted across the rear of the building around 1981-82.



8. Construction date:
Estimated _____ Factual 1921
9. Architect Unknown
10. Builder Unknown
11. Approx. property size (in feet)
Frontage 125 Depth 151
or approx. acreage _____
12. Date(s) of enclosed photograph(s)
Dec. '84, May '85

13. Condition: Excellent ___ Good ___ Fair X Deteriorated ___ No longer in existence ___

14. Alterations: Modification of openings & rear, add. to so. ext. rem., painting

15. Surroundings: (Check more than one if necessary) Open land ___ Scattered buildings ___ Densely built-up X
Residential ___ Industrial X Commercial X Other: ___

16. Threats to site: None known ___ Private development ___ Zoning ___ Vandalism ___
Public Works project ___ Other: ___

17. Is the structure: On its original site? X Moved? ___ Unknown? ___

18. Related features: ___

SIGNIFICANCE

19. Briefly state historical and/or architectural importance (include dates, events, and persons associated with the site.)

In 1878 Robt. McKinley purchased the SE corner of Perkins and Main from A.T. Perkins. McKinley lived in a house on the site and shared the lot with a feed stables he owned. The McKinley family kept a part interest in the business until 1885. In 1889 the old stables were torn down and new blacksmith - wagon shop structure was built by the Ellis family who then owned the property. In 1917 the big downtown fire destroyed all the buildings on the lot. The W.M. Cox Company bought the property from the Ellis' in Oct. 1920. The Cox family had owned general merchantile and grocery stores in Ukiah for many years. A deed transfer from the Cox Co. to widow in March 1922 implies that the building was on site.

In 1925 Eugenia Cox, widow of W.M. leased the building to W.R. Hildreth and F.M. Wilson (see 216 W. Henry) for 72 moths at \$100 a month with permission to let them place a large pair of scales on the premises. For many years this building was used to buy and sell produce, hay and clean grain.

The structure is representative of a type of commercial structure common to its era. It is a rather rare survivor of the type in Ukiah, and is located prominently. Its surfacing materials and form create a rather strong image of past lifestyles.

20. Main theme of the historic resource: (If more than one is checked, number in order of importance.)
Architecture 1 Arts & Leisure ___
Economic/Industrial 2 Exploration/Settlement ___
Government ___ Military ___
Religion ___ Social/Education ___

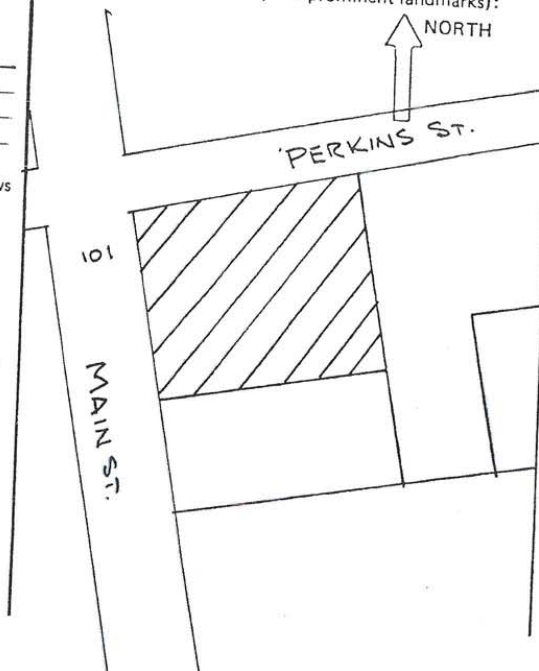
21. Sources (List books, documents, surveys, personal interviews and their dates).

Western Title, Dispatch Democrat
Mendocino Co. Records
Sanborn Maps, 1888, 1898 and 1929

22. Date form prepared November 22, 1985

By (name) P. Boghosian/Vol. Committee
Organization Hist. Env. Cons./City of Ukiah
Address: 203 S. School St.
City Ukiah Zip 95482
Phone: (707) 462-2971

Locational sketch map (draw and label site and surrounding streets, roads, and prominent landmarks):



State of California - The Resources Agency

P-23-005127

DEPARTMENT OF PARKS AND RECREATION

HRI# 5482

CONTINUATION SHEET

NRHP Status Code 3S

City of Ukiah Architectural Survey

☒ Update ☐ Continuation

Resource Name:

APN: 002-231-01-00

P2. Property Address: 101 Main Street, S.
Ukiah, CA 95482

P3. Description:

P4. Resources Present: ☒ Building ☐ District ☐ Element of District

P6. Date Constructed: c. 1921

P7. Owner and Address: Jing & Phillip Quan
247 E. Perkins Street

B5. Architectural Style: Vernacular commercial

B6. Construction History: (Changes or alterations since 1985)

B10. Significance:

This pressed metal-clad building is an excellent example of its type and the only one left in Ukiah.

Applicable Criteria ^{A,} C

Commercial development in Ukiah
is there an intact commercial district which may warrant NR/CR eligibility??

Site Photo



P8. Recorded by: Bonnie W. Snyder, P.S. Preservation Services, P.O. Box 191275, Sacramento CA 95819

P9. Date Recorded: July 1, 1999

b



Appendix C: DPR523 Form A, Primary Form

State of California  The Resources Agency		Primary #	PR-23-005127
DEPARTMENT OF PARKS AND RECREATION		HRI #	5482
PRIMARY RECORD		Trinomial	
		NRHP Status Code	3S
Other	Review Code	Reviewer	Date
			Listings

Page 1 of 5 *Resource Name or #: 101 South Main Street, Ukiah

P1. Other Identifier (APN): 002-231-01-00

*P2. Location: ☐ Not for Publication ☒ Unrestricted

*a. County Mendocino and (P2c, P2e, and P2b or P2d. Attach a Location Map as necessary.)

*b. USGS 7.5' Quad Ukiah Date 2018 T 15N; R 12W; ☐ of ☐ of Sec ; B.M.

c. Address: 101 South Main Street City Ukiah Zip 95482-4919

d. UTM: (Give more than one for large and/or linear resources) Zone 10S, 482165.27 mE/ 4333451.62 mN

e. Other Locational Data: (e.g., parcel #, directions, elevation, decimal degrees, etc.) APN 002-231-01-00

*P3a. Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

The 1-story, gable-roofed, wood-framed commercial building has a roughly rectangular footprint, with the NW corner clipped to accommodate the primary entrance. It is clad in corrugated metal and capped with corrugated metal roofing. The west and north elevations are faced in pressed tin to simulate rusticated, coursed, ashlar stone. The west elevation, fronting South Main street, is dominated by a false front that extends above the gable end of the roof and is capped with a pronounced boxed cornice. The street-facing side of the false front is faced with pressed tin; the rear is faced with corrugated metal. A corrugated metal awning extends the length of the west elevation and wraps around the northwest corner to shelter the primary entrance. A scalloped detail obscures the edge of the awning and adds visual interest. This elevation has 3 windows. The northernmost window is a fixed sash, single-paned window topped by a 6-paned transom window. The frame is simple board surround with a slightly projecting sill. The middle and south windows have fixed sashes set in aluminum frames. Glass, jalousie transom top the windows. The frames have no projecting sills. The entrance is on the NW corner and consists of a pair of half-glass French doors with raised panels beneath arched glass panes. The door has a glass, jalousie transom and simple board frame. (CONTINUED)

*P3b. Resource Attributes: (List attributes and codes) HP6 (1-3 story commercial)

P5a. Photograph or Drawing (Photograph required for buildings, structures, and objects.)



*P4. Resources Present:

☒ Building ☐ Structure
☐ Object ☐ Site ☐ District
☐ Element of District ☐ Other (Isolates, etc.)

P5b. Description of Photo: (view, date, accession #) 1/7/20, West

*P6. Date Constructed/Age and Source:

1921 (Ukiah Republican Press)

☒ Historic
☐ Prehistoric
☐ Both

*P7. Owner and Address:

Todd & Noel Schapmire, 390 W Standley St., Ukiah, CA 95482

*P8. Recorded by: (Name, affiliation, and address)

Alice P. Duffee
APD Preservation LLC

*P9. Date Recorded: Jan. 2020

*P10. Survey Type: (Describe)
Intensive

*P11. Report Citation: (Cite survey report

and other sources, or enter "none.") "Historic Resource Evaluation", Duffee (1/2020), 1999 Update

*Attachments: ☐ NONE ☒ Location Map ☒ Continuation Sheet ☒ Building, Structure, and Object Record

☐ Archaeological Record ☐ District Record ☐ Linear Feature Record ☐ Milling Station Record ☐ Rock Art Record

☐ Artifact Record ☐ Photograph Record ☐ Other (List):

DPR 523A (9/2013)

*Required information



Appendix D: DPR523 Form B, Building/Object/Structure Form

State of California  The Resources Agency DEPARTMENT OF PARKS AND RECREATION	Primary # <u>PR-23-005127</u> HRI# <u>5482</u>
BUILDING, STRUCTURE, AND OBJECT RECORD	

*Resource Name or # (Assigned by recorder) 101 South Main Street, Ukiah *NRHP Status Code 3CS

Page 2 of 5

B1. Historic Name: 101 South Main Street
B2. Common Name: 101 South Main Street
B3. Original Use: Commercial B4. Present Use: Commercial
*B5. Architectural Style: Utilitarian

*B6. Construction History: (Construction date, alterations, and date of alterations) 1917-1921

*B7. Moved? ☒ No ☒ Yes ☐ Unknown Date: _____ Original Location: _____

*B8. Related Features:

None

B9a. Architect: UNK

b. Builder: UNK

*B10. Significance: Theme Commercial Architecture Area Ukiah, Mendocino County
Period of Significance 1921 Property Type Commercial

(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

The parcel was the site of early commercial development in Ukiah, dating to 1857 when Absalom Tidwell Perkins built a livery on this corner of the country crossroads. The original building was replaced with a second livery/hay barn in 1890. Ukiah's June 1917 fire destroyed the 2nd building, and a 3rd structure was built on the site by at least 1921. From 1921-1963 the building served as a feed store. The building was converted to retail space in 1963. Modifications made at that time included infilling 2 open bays with windows, replacing the front doors, replacing and reconfiguring the awning, and adding an additional window. The false front that most defines the building was modified in 1938, but retains its basic early 20th century feeling. The building has remained in retail use almost continuously since 1963. The building is significant for its association with the post-fire redevelopment of Ukiah. It stands as the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce in the region. The building retains enough physical integrity to convey its early 20th century commercial origins.

. B11. Additional Resource Attributes: (List attributes and codes) HP6 (1-3 story commercial)

Applicable Criteria ☒ Associated Event ☐ Associated Person ☐ Architecture ☐ Potential to Yield Information

*B12. References:

"Historic Resource Evaluation," Duffee (1/2020)

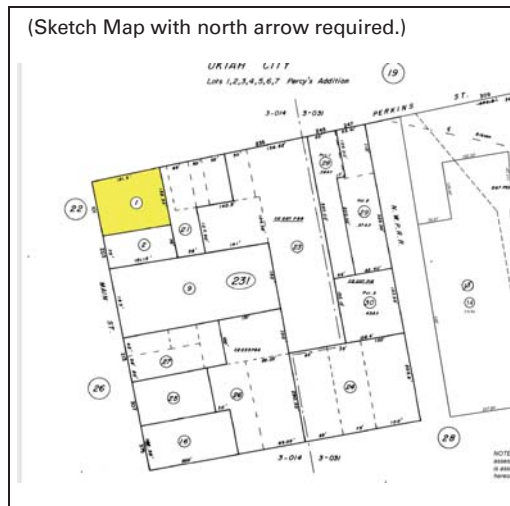
B13. Remarks:

*B14. Evaluator: Alice P. Duffee, APD Preservation

*Date of Evaluation: January 2020

(This space reserved for official comments.)

(Sketch Map with north arrow required.)



DPR 523B (9/2013)

*Required information



Appendix E: DPR523 Form L, Continuation Forms

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary # **PR-23-005127**
HRI# **5482**

CONTINUATION SHEET

Trinomial

Page 3 of 5

*Resource Name or #

101 S. Main Street, Ukiah

*Recorded by: Alice P. Duffee

*Date: January 2020

☒ Continuation ☐ Update

***P3a. Description (CONTINUED):**

The north elevation has 3 original windows at irregular intervals and an infilled bay on the eastern corner. The original windows have multi-lite, wood transoms. The western-most window is identical to the flanking window on the west elevation. To its east lies a set of 3 multi-paned windows framed as a single unit. Another single-paned, wood frame window is roughly centered on the elevation. The bay at the eastern corner has been infilled with corrugated metal and a small, single pane, wood framed window. The building's concrete foundation is visible on this elevation. The east elevation has no openings and is covered with a mural of ionic columns that was painted in 7/1982 by Neil Phillip Anderson and Rita Lowitt, according to the signature at the bottom right of the artwork. The rear of the building (the south elevation) has a variety of mechanical equipment and a single pedestrian door at the eastern corner. A simple wood porch with 4 wood steps accesses the paneled rear door.

DPR 523L (1/95)

*Required information



State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
CONTINUATION SHEET

Primary # **PR-23-005127**
HRI# **5482**
Trinomial

Page 4 of 5 *Resource Name or # 101 South Main Street, Ukiah
*Recorded by: Alice P. Duffee *Date: January 2020 ■ Continuation ■ Update

PHOTOGRAPHS



West Elevation (South Main Street)



South Elevation



East Elevation (Mural 7/1982)



North Elevation (Perkins Street)



West Elevation, Pressed Tin Detail



Northwest corner, False Front Detail

Appendix E: DPR523 Form J, Location Map

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
CONTINUATION SHEET

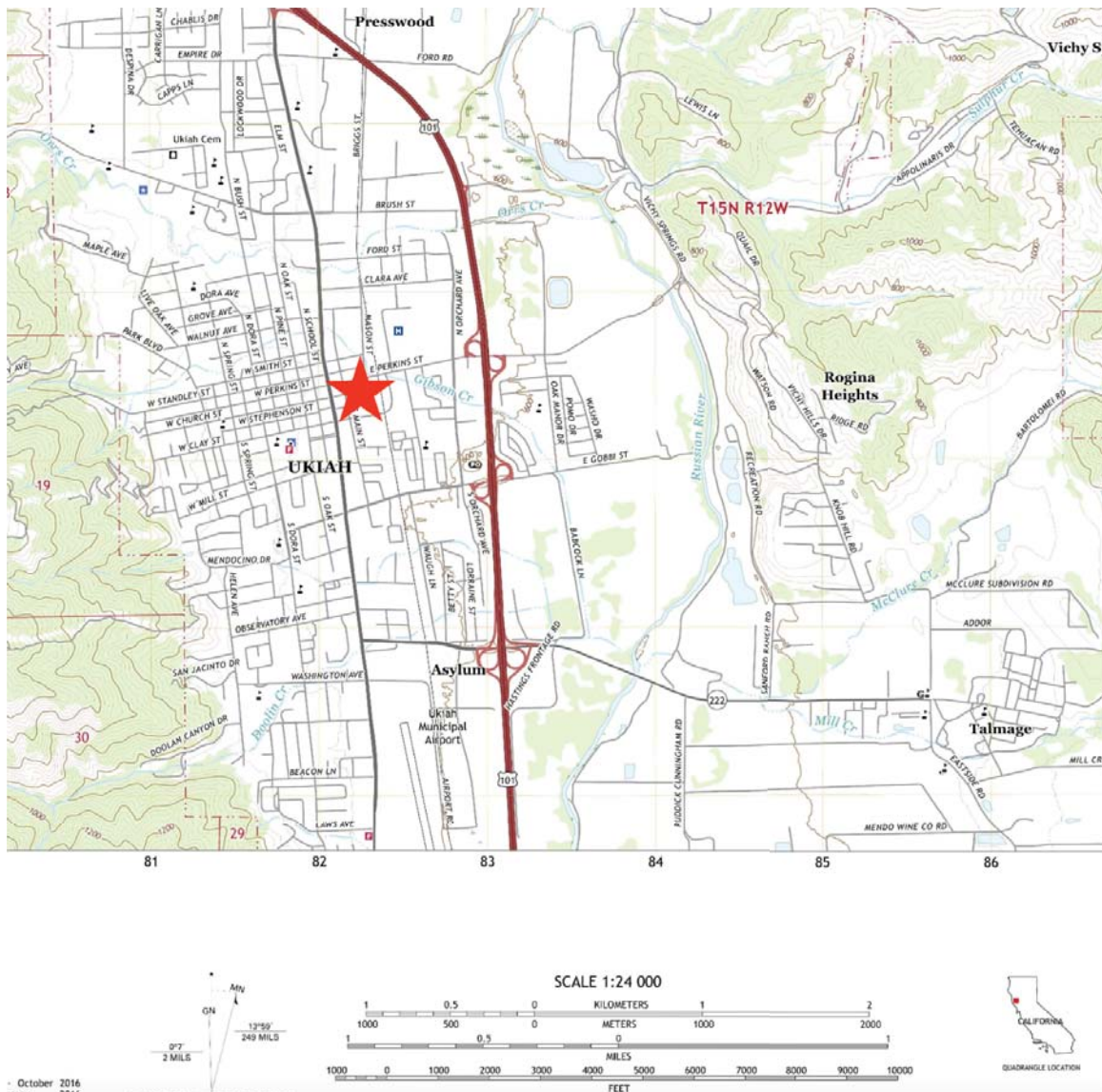
Primary # **PR-23-005127**
HRI# **5482**
Trinomial

Page 5 of 5

*Resource Name or #:

101 South Main Street, Ukiah, CA

7.5 USGS Topographic Map, Ukiah Quad, 2018



DPR 523J (1/95) *Required information



**FINDINGS TO ADOPT A MITIGATED NEGATIVE DECLARATION AND AUTHORIZE
ISSUANCE OF A DEMOLITION PERMIT FOR TWO STRUCTURES OVER THE AGE OF 50
YEARS OLD LOCATED AT 101 AND 105 SOUTH MAIN STREET (APN 002-231-01)
FILE NO. 21-6155 & 21-6623**

1. The City of Ukiah, as the Lead Agency, prepared an Initial Study and Mitigated Negative Declaration (ISMND) for the Project (SCH No. 2022030389) under the California Environmental Quality Act (CEQA).
2. The Lead Agency (City) consulted with all applicable responsible agencies and trustee agencies.
3. The Draft ISMND was circulated for public review from March 14, 2022 through April 15, 2022. No public comments on the ISMND were received during the public review period.
4. The ISMND analyzed areas of potential impacts and based on the conclusions reached within it, the Project would not significantly impact any environmental resources for the following reasons:
 - a. Temporary ground disturbing activities associated with demolition would have an impact on Air Quality and Cultural/Tribal Cultural Resources. However, mitigation measures identified within the Mitigation, Monitoring and Reporting Program (Section VIII of the ISMND) would adequately reduce all impacts to less than significant.
 - b. The Project would result in a less than significant impact to Aesthetics, Biological Resources, Energy, Geology and Soils, Greenhouse Gases, Hazards Materials, Land Use, Mineral Resources, Noise and Public Services.
 - c. The Project would have no impact on Agriculture and Forestry Resources, Hydrology and Water Quality, and Population and Housing.
5. Based on the findings and conclusions contained in the ISMND, the proposed Project would not have environmental effects which would cause substantial adverse effects on humans, either directly or indirectly; and there is no substantial evidence in light of the whole record before the City of Ukiah (including the ISMND and any comments received) that the Project would have a significant effect on the environment.
6. Based upon the analysis, findings, and conclusions contained in the ISMND, the Project will not result in impacts that are individually limited, but cumulative considerable.
7. The Notice of Availability for the public review period, and the Notice of Intent to adopt the ISMND and conduct a public hearing was provided in the following manner, in accordance with the Ukiah City Code and California Environmental Quality Act (CEQA) Guidelines Section 15073: Provided to property owners within 300 feet of the Project parcel, as well as agencies and departments with jurisdiction or interest over the project on March 14, 2022; provided to interested parties who submitted written comments on the Draft ISMND during the public review period on March 14, 2022; posted on the City's CEQA webpage on March 15, 2022 and March 7, 2022; published in the Ukiah Daily Journal on March 16, 2022; posted on the

Findings to Adopt a Mitigated Negative Declaration and Allow Issuance of
a Demolition Permit for Two Structures Over the Age of 50 Years Old
101 and 105 South Main Street
File No. 21-6155 & 21-6623

Project site on March 16, 2022; and posted at the Civic Center (glass case) 72 hours prior to the public hearings.

8. The ISMND and record of proceedings of the decision on the Project are available for public review at the City of Ukiah Community Development Department, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA.
9. On December 28, 2021, the City's Demolition Review Committee (DRC) held a public meeting and reviewed the Demolition Permit, in accordance with Ukiah City Code Section 3016(e). The DRC meeting was properly noticed in accordance with 3016(d). The DRC determined that the two buildings do not meet the criteria outlined in UCC 3016(e), and as such, recommended that City Council authorize issuance of the Demolition Permit to demolish the two structures.
10. On May 4, 2022, the City Council held a public hearing in accordance with UCC 3016(g) to receive public comment and consider the DRC's recommendation, as well as approval of the ISMND for the Project.
11. At the May 4, 2022 Council meeting, Council considered authorization to issue the Demolition Permit for 101 and 105 South Main Street, as well as approval of the Initial Study and Mitigated Negative Declaration (ISMND) for the Project. At this meeting, Council determined that the 105 South Main Street building has no historic significance (5-0 vote) under UCC Section 3016. As such, no further action by Council is needed for 105 South Main Street and the Demolition Permit for that building may be issued.
12. Regarding 101 South Main Street, the Council determined that the following UCC 3016(e) criteria applies to the building: 1) Has special or particular quality such as oldest, best example, largest, or last surviving example of its kind-in this case the metal clad; and 2) Exemplifies or reflects special elements of the City's cultural, social, economic, political, or architectural history because it is the only remaining building to tell the story of how this block functioned as a service hub for agricultural commerce. Consideration of the Demolition Permit for this building and adoption of the ISMND were continued to the May 18, 2022 City Council meeting.
13. Because of these findings, at the May 18, 2022 Council meeting, Mitigation Measure CUL-2 (requiring an educational plaque to be erected) was substituted for a new CUL-2, requiring either salvaging of the metal clad siding or incorporating design elements of the building into the design at the time of new development to pay homage to the existing building. The substituted CUL-2 is found to be more effective in mitigating impacts related to demolition of the 101 South Main Street building and would not itself have any adverse environmental impacts. The substitution of this mitigation measure was completed in accordance with CEQA Guidelines Section § 15074.1, *Substitution of Mitigation Measures in a Proposed Mitigated Negative Declaration*, and does not require recirculation of the ISMND.
14. At the May 18, 2022 Council meeting, in accordance with UCC 3016, Council determined that a viable market does not exist for the 101 South Main Street building based on information submitted by the Applicant. Per UCC 3016, the Building Permit shall be stayed for 90 days while the City and Applicant determined if alternatives exist to salvage the building. However, the 90-day stay was effectively waived by the Council and the Applicant

agreeing to implement Mitigation Measure CUL-2. As such, the Council authorized issuance of the Demolition Permit subject to the condition that any site development or building permit issued for new construction on the subject property shall require compliance with CUL-1 and CUL-2 and adopted the ISMND and via Resolution Number 22-XXXX; this decision reflects the City Council's independent judgment and analysis.

RESOLUTION NO. 2022-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING THE MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM FOR DEMOLITION OF TWO STRUCTURES OVER 50 YEARS OLD LOCATED AT 101 AND 105 SOUTH MAIN STREET****WHEREAS:**

1. The City of Ukiah, as the Lead Agency, prepared an Initial Study and Mitigated Negative Declaration (ISMND) for the Project (SCH No. 2022030389) under the California Environmental Quality Act (CEQA).
2. The Notice of Availability for the public review period, and the Notice of Intent to adopt the ISMND and conduct a public hearing was provided in the following manner, in accordance with the Ukiah City Code and California Environmental Quality Act (CEQA) Guidelines Section 15073: Provided to property owners within 300 feet of the Project parcel, as well as agencies and departments with jurisdiction or interest over the project on March 14, 2022; provided to interested parties who submitted written comments on the Draft ISMND during the public review period on March 14, 2022; posted on the City's CEQA webpage on March 15, 2022 and March 7, 2022; published in the Ukiah Daily Journal on March 16, 2022; posted on the Project site on March 16, 2022; and posted at the Civic Center (glass case) 72 hours prior to the public hearings.; and
3. The Draft ISMND determined that, with the incorporation of mitigation measures, the Project would not have a significant effect on the environment and that a Mitigated Negative Declaration for the Project should be prepared; and
4. Based on the findings and conclusions contained in the ISMND, the proposed Project would not have environmental effects which would cause substantial adverse effects on humans, either directly or indirectly; and there is no substantial evidence in light of the whole record before the City of Ukiah (including the ISMND and any comments received) that the Project would have a significant effect on the environment; and
5. The ISMND reflects the City's independent judgment and analysis of the potential environmental effects of the Project.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council hereby adopts the Mitigated Negative Declaration, which consists of the Initial Study and Draft Mitigated Negative Declaration, Mitigation Monitoring and Reporting Program, and the findings in support hereof, which have been completed in compliance with CEQA.
2. The Initial Study and Draft Mitigated Negative Declaration, which includes the Mitigation Monitoring and Reporting Program in Section 7, is set forth in Exhibit 1, and the findings in support hereof are set forth in Exhibit 2, attached hereto and by reference incorporated herein.

PASSED AND ADOPTED this ____ day of _____, 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim. O. Brown, Mayor

ATTEST:

Kristine Lawler, City Clerk



December 10, 2021

Michelle Irace
City of Ukiah
300 Seminary Avenue
Ukiah, California 95482

RE: Broker Opinion of Value for 101 South Main Street

Dear Ms. Irace,

For the Historical Demolition Review Committee and City Council to assess whether a viable market exists for the subject building, an assessment of market value versus cost to repair the building must be made. As you know, I am the owner of the subject property and the applicant for the demolition permit, however I am also the top producing commercial real estate agent in Mendocino County. Given that I am the applicant, I feel it necessary to verify my credentials for making an assessment on value to you and the committee. Attached you will find real estate agent production for commercial and investment real estate closed transactions in Mendocino County since January 1, 2020 from BAREIS MLS that clearly show I am qualified to provide this assessment.

The subject property consists of two buildings that are approximately 3,200 square feet and 2,800 square feet for a total of approximately 6,000 square feet.

Attached is data on commercial sales in central Ukiah since January 1, 2019 which range in sales price per square foot from \$37.50 to \$213.89. Currently in the downtown area there are two properties on the market, 301 North Main Street has been on the market for 276 days for \$161.29 per square foot and 214 East Perkins has been on the market for 637 days at \$96.23. Not included in the attached information is the off market sales of 102 South State Street for approximately \$140 per square foot on April 30, 2021 and 295 North State for approximately \$125 per square foot on June 1, 2021.

The attached data clearly shows that dilapidated buildings in Ukiah sell for \$100/SF or less and that the high end of the market is about \$200/SF. Since we are assuming bringing the building up to current codes and the subject property would be in excellent condition, we can round up and safely say that the absolute best case scenario for improved value of the subject property is \$250/SF which is \$1,500,000.

W Real Estate, DRE License 01795950
500 Bicentennial Way, Suite 310, Santa Rosa, California 95403 Phone: (707) 591-0570
9240 Old Redwood Highway, Suite 114, Windsor, California 95492 Phone: (707) 636-3800
101 North State Street, Ukiah, California 95482 Phone: (707) 380-0003

I have consulted with two very reputable builders, Cupples & Sons Construction and Western Builders, regarding the cost to update the building which would require bringing it to current codes. Both came up with the same opinion completely independent of one another that it would cost \$400 - \$500 per square foot to make such improvements. Attached are letters from both companies with their opinions. Therefore it would cost approximately \$2,400,000 - \$3,000,000 to repair the building and after those repairs the building would be worth \$1,500,000 at the absolute best case scenario. If you take into account the \$420,000 that I paid for the property and do not even count any appreciation that has occurred, I would lose somewhere between \$1,320,000 and \$1,920,000. Unfortunately, based on current real estate values and the cost to repair the building, a viable market to repair the building simply does not exist.

Please feel free to call or email me anytime with questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd S.", with a stylized flourish at the end.

Todd Schapmire Jr.
DRE License 01414195

Disclaimer: Todd Schapmire and W Real Estate are not licensed appraisers and are not attempting to act as an appraiser. This letter should not be relied upon as actual value of the subject property, but merely an opinion of one real estate professional.

Ranking Report

Report By: Agent

Sort By: Volume, Transactions

Display Top: 25

Closed Counts Inc

Both Listing and Buyer Agent & C

Transactions as of 12/10/21 at 11:35am

Page 1

Rank	MLS ID	Name	Transactions			Volume	Average	% -Total
			Listed	Closed	Total			
1	G328324	Todd Schapmire	8	3	11	\$18,927,500	\$1,720,682	9.65
2	G316080	John Lazaro	6	3	9	\$9,754,000	\$1,083,778	4.97
3	B314295	Cindy Kennedy	3	2	5	\$7,889,000	\$1,577,800	4.02
4	G316106	Gary Nix	3	3	6	\$7,470,500	\$1,245,083	3.81
5	D401253	Benjamin Kobetz	4	2	6	\$6,119,780	\$1,019,963	3.12
6	B999999	Non-member 999999	0	10	10	\$5,878,000	\$587,800	3.00
7	B320388	Todd Sheppard	1	1	2	\$5,663,244	\$2,831,622	2.89
8	SKLEMPAS	Sabina Straley-Klempa	1	1	2	\$5,650,000	\$2,825,000	2.88
9	A337978	Kevin P McDonald	2	2	4	\$5,393,000	\$1,348,250	2.75
10	G316099	Lynn McNamara	4	3	7	\$5,017,000	\$716,714	2.56
11	G337052	Mitchell McNamara	1	4	5	\$3,127,000	\$625,400	1.59
12	G338639	Whitney A Vau	4	1	5	\$3,102,000	\$620,400	1.58
13	G324083	Tara Moratti	3	5	8	\$3,070,500	\$383,813	1.57
14	G320068	Gregory J Burke	3	1	4	\$3,053,000	\$763,250	1.56
15	G336900	Sarah Schoeneman	1	1	2	\$3,000,000	\$1,500,000	1.53
16	G329113	Lia Patterson	0	2	2	\$2,995,000	\$1,497,500	1.53
17	G339553	Marcia M Lazaro	3	1	4	\$2,954,000	\$738,500	1.51
18	NMLSAGNT	Non-MLS Member	0	1	1	\$2,825,000	\$2,825,000	1.44
19	G317813	Jeniffer Sobbizadeh	5	2	7	\$2,806,500	\$400,929	1.43
20	G404920	Dara Collicott	3	4	7	\$2,635,500	\$376,500	1.34
21	EB154162	Chris Steele	1	0	1	\$2,550,000	\$2,550,000	1.30
22	G338860	Jami Sundstrom	1	0	1	\$2,550,000	\$2,550,000	1.30
23	G333806	Michelle Deering	4	0	4	\$2,519,000	\$629,750	1.28
24	G404556	Julie A Webster	1	0	1	\$2,495,000	\$2,495,000	1.27
25	G339108	Patrick J Reda	1	1	2	\$2,098,155	\$1,049,078	1.07
Other Agents *			73	65	138	\$76,630,440	\$555,293	39.06
Total Agents *			136	118	254	\$196,173,119	\$772,335	100.00

* An agent who is both the listing agent and selling agent is granted 200% credit.

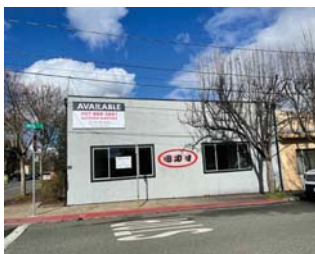
Equal Opportunity Housing * All information deemed reliable, but not guaranteed.

Information has not been verified, is not guaranteed, and is subject to change. Copyright © 2021 Bay Area Real Estate Information Services, Inc. All rights reserved. Copyright 2021 Rapattoni Corporation. All rights reserved.

(STATS5-5)

Commercial Sale Four-Column Report

powered by BAREIS MLS



Listing Number:	321010596	321104806	21902151	22017164
Street Address:	301 N Main St	214 E Perkins St	113 S State St	713-721 S Dora St
City, State, Zip:	Ukiah, CA 95482-44	Ukiah, CA 95482-78	Ukiah, CA 95482-49	Ukiah, CA 95482-53
County:	Mendocino	Mendocino	Mendocino	Mendocino
Status:	Active	Active	Closed	Closed
Status Date:	03/05/21	11/18/21	03/29/19	12/21/20
Current Price:	\$750,000	\$1,150,000	\$285,000	\$300,000
Original Price:	\$750,000	\$1,150,000	\$300,000	\$399,900
Sold Price:			\$285,000	\$300,000
Price Per SqFt:	\$161.29	\$96.23	\$141.37	\$102.63
DOM/CDOM:	276/276	22/637	47/47	141/141
Square Footage:	4650	11950	2016	2923
Business Type:		Commercial,Furniture,Other	Deli,Restaurant	
Zoning:		C-1	C1	R3
Current Use:	Mixed Use,Retail,Varies by Unit	Retail	Retail	Office
Location:	Downtown,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby	Airport Nearby,Downtown,Freeway Nearby,Hospital Nearby,Public Transportation Nearby,Restaurant Nearby,S	Downtown,Shopping Nearby	Other
Income Includes:			Rent	Rent
Number Buildings:	1	1	1	2
Building Features:	Restroom(s)-Public,Other	Display Window,Individual Thermostat Control,Pole Sign,Restroom(s)-Private	Under 12 Ft Ceilings	1 Restroom Per Unit,Reception Area
Total Units:	0	0	1	2
Stories:	0	0	0	0
Cap Rate:	0.00%	0.00%	0.00%	5.30%
GRM:	0.00	0.00	15.63	12.63
GSI:	\$	\$	\$19,200	\$29,700
NOI:	\$	\$	\$	\$
Taxes Expense:	\$	\$	\$	\$
Utilities:		Separate Gas Meter,Separate Water Meter		Natural Gas Connected
Utility Expense:	\$	\$	\$	\$
Tenant Pays:				
Water:		Public		Public

Commercial Sale Four-Column Report

powered by BAREIS MLS



Listing Number:	21831112	21831343	22026478	22005721
Street Address:	145 E Church St	125 N State St	195 Seminary Ave	275 W Gobbi St
City, State, Zip:	Ukiah, CA 95482-49	Ukiah, CA 95482	Ukiah, CA 95482-54	Ukiah, CA 95482
County:	Mendocino	Mendocino	Mendocino	Mendocino
Status:	Closed	Closed	Closed	Closed
Status Date:	05/23/19	02/18/19	02/05/21	03/26/21
Current Price:	\$335,000	\$375,000	\$385,000	\$400,000
Original Price:	\$379,900	\$424,000	\$399,000	\$435,000
Sold Price:	\$335,000	\$375,000	\$385,000	\$400,000
Price Per SqFt:	\$79.31	\$37.50	\$213.89	\$174.22
DOM/CDOM:	112/112	38/38	77/77	369/369
Square Footage:	4224	10000	1800	2296
Business Type:	Other			Barber/Beauty,Books/Cards
Zoning:	C1	C-1	C1	R-3
Current Use:		Mixed Use,Retail,Other		Mixed Use,Office
Location:	Downtown,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby,Other	Downtown,Freeway Nearby,Hospital Nearby,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby,Ot	Downtown,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby	Airport Nearby,Freeway Nearby,Hospital Nearby,Neighborhood,Public Transportation Nearby,Restaurant Nearby,S
Income Includes:				Rent
Number Buildings:	0	0	0	1
Building Features:		1 Restroom Per Unit,12 to 18 Ft Ceilings,Sprinkler System	Restroom(s)-Private	1 Restroom Per Unit,Conference Room,Extra Storage,Front Sign,Landscaping,Multiple Tenant Building,Reception A
Total Units:	0	0	0	3
Stories:	0	0	0	0
Cap Rate:	0.00%	0.00%	0.00%	5.00%
GRM:	0.00	0.00	0.00	0.00
GSI:	\$	\$	\$	\$
NOI:	\$	\$	\$	\$
Taxes Expense:	\$	\$	\$	\$
Utilities:	Natural Gas Connected	Separate Water Meter,Separate Gas Meter		Cable Available,Internet Available,Master Gas Meter,Master Water Meter,Natural Gas Connecte
Utility Expense:	\$	\$	\$	\$
Tenant Pays:				
Water:	Public	Public		Public

Presented by: Todd Schapmire CA BRE License #01414195, 707-591-0570

W Real Estate CA BRE License #01795950, 707-591-0570

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Commercial Sale Four-Column Report

powered by BAREIS MLS



Listing Number:	81826574	21816776	21907343	21803225
Street Address:	390 W Clay St	207-211 S State St	514 S School St	290 gobbi St
City, State, Zip:	Ukiah, CA 95482	Ukiah, CA 95482-49	Ukiah, CA 95482-54	Ukiah, CA 95482
County:	Mendocino	Mendocino	Mendocino	Mendocino
Status:	Closed	Closed	Closed	Closed
Status Date:	10/06/21	02/19/19	07/10/19	01/10/20
Current Price:	\$460,000	\$540,000	\$750,000	\$795,000
Original Price:	\$500,000	\$590,000	\$875,000	\$810,000
Sold Price:	\$460,000	\$540,000	\$750,000	\$795,000
Price Per SqFt:	\$175.57	\$79.09	\$189.63	\$145.50
DOM/CDOM:	258/258	183/183	12/12	672/672
Square Footage:	2620	6828	3955	5464
Business Type:		Other,Professional Service	Other,Professional Service	Professional Service
Zoning:	R3	C1	C1	C1
Current Use:	Other	Mixed Use,Office,Retail	Office,Residential	Office
Location:		Downtown,Hospital Nearby,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby	Downtown,Restaurant Nearby,Shopping Nearby	Downtown,Freeway Nearby,Professional Complex,Public Transportation Nearby,Restaurant Nearby,S
Income Includes:	None	Rent	Rent	
Number Buildings:	0	1	2	0
Building Features:	Other	Display Window,Extra Storage,Individual Thermostat Control,Kitchen Facilities,Living Area in Building,Multiple Tenant Bul	Front Sign,Kitchen Facilities,Reception Area	Conference Room,Extra Storage,Reception Area
Total Units:	0	3	11	0
Stories:	0	0	0	0
Cap Rate:	0.00%	0.00%	5.10%	8.00%
GRM:	0.00	0.00	0.00	11.84
GSI:	\$	\$	\$	\$68,400
NOI:	\$	\$	\$	\$
Taxes Expense:	\$	\$	\$	\$
Utilities:	Master Gas Meter,Other	Internet Available,Natural Gas Connected,Separate Water Meter,Separate Gas Meter		
Utility Expense:	\$	\$	\$	\$
Tenant Pays:	None			
Water:	Public	Public		Public

Commercial Sale Four-Column Report

powered by BAREIS MLS



Listing Number:	21900969	22022700	21821622	21902813
Street Address:	420 E Perkins St	677 N State St	367 N State St	390 W Standley St
City, State, Zip:	Ukiah, CA 95482	Ukiah, CA 95482-42	Ukiah, CA 95482-44	Ukiah, CA 95482-43
County:	Mendocino	Mendocino	Mendocino	Mendocino
Status:	Closed	Closed	Closed	Sold Off MLS
Status Date:	12/26/19	07/02/21	08/12/19	02/13/19
Current Price:	\$900,000	\$1,012,500	\$1,350,000	\$950,000
Original Price:	\$1,200,000	\$1,100,000	\$1,599,000	\$950,000
Sold Price:	\$900,000	\$1,012,500	\$1,350,000	\$950,000
Price Per SqFt:	\$204.08	\$119.96	\$90.00	\$182.69
DOM/CDOM:	273/273	276/276	175/175	3/3
Square Footage:	4410	8440	15000	5200
Business Type:	Bakery,Car Wash,Drugstore,	Commercial,Medical,Professi	Other,Professional Service	Professional Service
Zoning:	CN	C2	C-1	C1
Current Use:			Office	Mixed Use,Office
Location:	Downtown,Freeway Nearby,Hospital Nearby,Mall,Public Transportation Nearby,Restaurant Nearby,S	Downtown,Freeway Nearby,Hospital Nearby,Professional Complex,Public Transportation Nearby,Rest	Downtown,Freeway Nearby,Hospital Nearby,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby	Downtown,Public Transportation Nearby,Restaurant Nearby,Shopping Nearby,Other
Income Includes:			Rent	Rent
Number Buildings:	1	0	2	1
Building Features:			Front Sign,Landscaping,Restroom (s)-Private,Skylight (s),Sprinkler System	Conference Room,Extra Storage,Front Sign,Kitchen Facilities,Landscaping,Meeti ng Facilities,Multiple Tenant Building,Reception Area,Res
Total Units:	0	0	16	0
Stories:	0	0	0	0
Cap Rate:	0.00%	0.00%	6.70%	5.60%
GRM:	0.00	0.00	8.26	0.00
GSI:	\$	\$	\$193,632	\$
NOI:	\$	\$	\$107,762	\$
Taxes Expense:	\$	\$	\$19,200	\$
Utilities:			Master Gas Meter,Master Water Meter	DSL Available,Internet Available,Natural Gas Connected,Telephone
Utility Expense:	\$	\$	\$30,618	\$
Tenant Pays:				
Water:			Public	Public

Presented by: Todd Schapmire CA BRE License #01414195, 707-591-0570

W Real Estate CA BRE License #01795950, 707-591-0570

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December 1, 2021

Todd Schapmire
W Real Estate
101 North State Street
Ukiah, California 95482

RE: 101 and 105 South Main Street, Ukiah, CA

Dear Mr. Schapmire,

We have reviewed the buildings at 101 and 105 South Main Street. 101 South Main is an approximately 3,200 square foot wood framed, metal/tin sided building in extremely poor condition. 105 South Main Street is an approximately 2,800 square foot wood framed, metal sided building in extremely poor condition. In order to bring these buildings up to code and safety standards a complete remodel of the buildings would be necessary, including but not limited to, electrical, plumbing, roof structures, roof surfaces, sub-floors, floorings, fire suppression systems, and reconfiguring both the buildings and sites to be ADA compliant.

In essence to update these buildings to current code, we would have to build a new building inside the existing shell. It could be done, however, the costs will be exorbitant and you will still end up with some functional obsolescence. To complete a formal bid, I would need to get compensated for my time which I estimate to be approximately \$2,000 - \$3,000 for this specific

project. However, I can tell you with absolute certainty you are looking at a minimum of \$400 per square foot and probably more likely \$500 per square foot. Based on 6,000 square feet, you are looking at a \$2,400,000 to \$3,000,000 project.

Please feel free to contact with any questions or if you would like to discuss further.

Sincerely,

A handwritten signature in black ink, appearing to read "Casey Cupples", with a long horizontal flourish extending to the right.

Casey Cupples
Vice President



WESTERN BUILDERS



1400 N. Dutton Ave., #19
Santa Rosa, CA 95401
(707) 542-3213
(707) 542-6285(Fax)
CA 834013

December 3, 2021

Mr. Todd Schapmire
W Real Estate
toddschapmire@gmail.com

RE: 101 S. Main St, Ukiah

Dear Todd:

We have completed an extensive review of the property and two buildings located at 101 S. Main Street in Ukiah CA. The existing structures on the site are in poor condition and fail to meet current building codes and standards. Upgrading the existing structures to meet current code and market rate standards would require extensive repairs and enhancements. Costs for such upgrades can range in the \$400-\$500 per square foot to address the buildings and site combined. These values would not include soft costs such as architecture, engineering and permit fees, nor would they include any off-site improvements imposed by the City of Ukiah. This assessment is based upon visits to the site and historical accountings of similar redevelopment projects.

Please let us know if you require further analysis at this time.

Sincerely,

Robert Cantu

Robert Cantu - President

May 11, 2022

Mayor Brown and Members of the City Council
c/o
Michelle Irace
City of Ukiah
300 Seminary Avenue
Ukiah, California 95482

RE: MARKET VIABILITY - 101 South Main Street, Ukiah

Dear Mayor Brown and the Members of the City Council,

Thank you for your time and consideration on May 4 and your future time and consideration on May 18. Ukiah City Code Section 3016 states the following regarding Market Viability should the council determine that the structure meets one of the three criteria to determine demolition set forth in the same code section:

“2. At the hearing, the applicant shall have the opportunity to present evidence that a viable market does not exist for the building, taking into account the condition of the building, the probable cost to put the building into marketable condition, and the uses of the property allowed under existing or probable future zoning regulations. The city council shall consider such evidence offered by the applicant and any other information presented at the meeting by any interested party or by staff, to determine whether or not a viable market exists. "Viable market" means that it is reasonably likely that the building could be sold within a commercially reasonable period of time for more than the seller would be required to invest in the purchase of the property and preparing the property for sale, or that the property could produce a reasonable return on the amount of money it would take to purchase the property and prepare the building for income producing purposes. "Reasonable return" means the average rate of return on real estate investments in the Ukiah Valley.”

In my letter dated December 10, 2021, I outlined comparable market data as well as included letters from two reputable builders regarding the cost of bringing the building to current code. It is clear, without question, based on that information that a viable market does not exist to bring the building to current code.

On May 4, Councilman Crane asked if I had explored other options to in addition to basically building a new building inside the existing walls as both contractors referenced. After reviewing the code and the outcome of the previous board meeting, I have explored what it would look like to fix the building up enough to get the rent to market rate and if that would provide a reasonable return on the amount of money it

would take to purchase the property and prepare the building for income producing purposes. For the purposes of this letter, let's call this "average" condition versus the "fully up to code" condition we have already analyzed. I purchased the property for \$420,000 in January 2016. Attached (Exhibit A) you will find market stats for sold commercial and residential income in 2016 and 2021 that shows a median price of \$425,000 in 2016 and \$518,000 in 2021. Based on that data that market has appreciated 21.88% from 2016 to 2021, which if applied to my purchase price would equal a purchase price today of \$511,896.

I have also included all market data available through CoStar, the leading investment real estate data company, for Ukiah real estate investment sales in the past two years for which they have the income and expense data which that shows an average Capitalization Rate of 5.48% (Exhibit B).

Additionally, attached you will find an estimate from a reputable, licensed contractor for what it would take to get the subject property to the condition to obtain market rent which in his estimation is approximately \$603,680. For the purposes of this analysis, I have removed his 10% contingency and will evaluate it using \$548,880. The contractor, nor I, believe we could do that much work without having to bring the building all the way to current code, but for the sake of this viability analysis, we can assume there is a way to complete these repairs and only these repairs.

Lastly, attached you will find an independent Appraisal from April 26, 2022 on 101 North State Street (Exhibit D). 101 North State Street is currently my office that is diagonally across the street from the subject property. I have included it as it contains an exorbitant amount of market data from a Certified MAI appraiser on a building that is extremely similar to what the 101 South Main could be if we explored the additional option of what it would look like to repair the subject property enough to get it to market rent. This appraisal also contains information on the appraisers opinion of reasonable return in the market at 6% and a valuation of \$160/SF for a building in that condition.

If we take this data and apply it to the market viability methods set forth in Section 2016 we have the mathematical analysis that follows on the next page (Figure 1). Depending on if we use my purchase price in 2016 or that number plus market appreciation, the return would be 3.03% to 3.32% when the market is at 5.48% to 6.00% and if it were to sell, I would lose \$456,880 to \$548,776. As you can clearly see, whether we bring the existing building up to current code or just get it to average condition, it is NOT, as stated in the City Code, "reasonably likely that the building could be sold within a commercially reasonable period of time for more than the seller would be required to invest in the purchase of the property and preparing the property for sale, or that the property could produce a reasonable return on the amount of money it would take to purchase the property and prepare the building for income producing purposes."

If the Council should determine that a viable market does not exist and, therefore, we continue forward with the demolition permit, I would like to propose that such a permit includes a condition that the history of the building shall be honored in any new building

erected there by using some of the existing siding as architectural and/or design elements similar to how the Savings Bank of Mendocino County did at 200 North School Street.

I am passionate about improving downtown Ukiah and building a strong local community. I believe with everyone ounce of my being that we can do those things and honor our history at the same time.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Schapmire Jr.", with a stylized flourish at the end.

Todd Schapmire Jr.

Figure 1.

Purchase Price		\$420,000.00		\$511,896.00
Cost to Improve		\$548,880.00		\$548,880.00
Total Investment		\$968,880.00		\$1,060,776.00
\$1.25/SF Modified Gross	3,200	\$4,000.00		\$4,000.00
Expense Ratio	33%	\$1,318.00		\$1,318.00
Net Income Monthly		\$2,682.00		\$2,682.00
Annual Income		\$32,184.00		\$32,184.00
Return		3.32%		3.03%
Sales Price	\$160.00	\$512,000.00		\$512,000.00
Net Gain (Loss)		(\$456,880.00)		(\$548,776.00)

EXHIBIT A

Statistical Summary

Criteria

Property Types Commercial Sale, Residential Income **City** Ukiah
Status Closed (1/1/2016 to 12/31/2016)

Listing Statuses

Active	Pending	Closed	Other	Total
0	0	27	0	27

Aggregate Statistics

	Minimum	Average	Median	Maximum	Tot. Val.
Square Feet	1,150	8,273	2,519	98,000	
Approx Lot Size Acres	0.11	0.74	0.30	7.90	
Approx Lot Size SqFt	4,792	32,028	13,068	344,124	
Year Built*	0	1966	1974	1998	
Original Price	\$2	\$687,037	\$475,000	\$5,000,000	
Original Price Per Sq. Ft.	\$51.02	\$169.12	\$140.05	\$320.87	
Lot Size Original Per Acre	\$5.71	\$1,730,769.71	\$1,462,987.84	\$3,800,000.00	
Closed Price	\$250,000	\$647,585	\$425,000	\$4,375,000	\$17,484,800
Closed Price Per Sq. Ft.	\$44.64	\$153.25	\$127.38	\$310.00	
Lot Size Closed Price Per Acre	\$248,633.26	\$1,660,658.76	\$1,474,099.14	\$3,571,428.57	
DOM	1	99	97	218	
CDOM	1	99	97	218	

*Calculations for this field only use listings with valid values; listings with blank or zero values are excluded

DOM Statistics for Closed Listings

	# of Listings	% of Total	SP % OP
0-30 Days	3	11	93.20
31-60 Days	7	25	95.99

	# of Listings	% of Total	SP % OP
61-90 Days	3	11	269.65
91-120 Days	4	14	83.52
120+ Days	10	37	83.78
Totals/Averages	27	100	125.23

CDOM Statistics for Closed Listings

	# of Listings	% of Total	SP % OP
0-30 Days	3	11.11	93.20
31-60 Days	7	25.93	95.99
61-90 Days	3	11.11	269.65
91-120 Days	4	14.81	83.52
120+ Days	10	37.04	83.78
Totals/Averages	27	100	125.23



Todd Schapmire W Real Estate

Phone: Primary:707-570-9855 Secondary:707-591-0570
 Office: 707-591-0570
 Email: toddschapmire@gmail.com
 Lic: 01414195 Office Lic.: 01795950

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U.S. Patent 6,910,045

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Statistical Summary

Criteria

Property Types Commercial Sale, Residential Income **City** Ukiah
Status Closed (1/1/2021 to 12/31/2021)

Listing Statuses

Active	Pending	Closed	Other	Total
0	0	27	0	27

Aggregate Statistics

	Minimum	Average	Median	Maximum	Tot. Val.
Square Feet	800	5,755	1,800	37,302	
Approx Lot Size Acres	0.08	0.37	0.20	1.73	
Approx Lot Size SqFt	3,456	16,277	8,812	75,359	
Year Built*	0	1973	1978	2003	
Original Price	\$250,000	\$842,074	\$525,000	\$4,675,000	
Original Price Per Sq. Ft.	\$100.40	\$211.50	\$138.61	\$312.50	
Lot Size Original Per Acre	\$564,520.31	\$2,875,130.00	\$2,475,000.00	\$12,541,145.83	
Closed Price	\$250,000	\$782,637	\$518,000	\$4,400,000	\$21,131,200
Closed Price Per Sq. Ft.	\$75.30	\$201.10	\$151.39	\$312.50	
Lot Size Closed Price Per Acre	\$564,520.31	\$2,706,476.21	\$2,392,639.34	\$10,902,604.17	
DOM	2	121	69	541	
CDOM	2	121	69	541	

*Calculations for this field only use listings with valid values; listings with blank or zero values are excluded

DOM Statistics for Closed Listings

	# of Listings	% of Total	SP % OP
0-30 Days	6	22	97.38
31-60 Days	5	18	99.68

	# of Listings	% of Total	SP % OP
61-90 Days	5	18	93.86
91-120 Days	1	3	94.12
120+ Days	10	37	87.79
Totals/Averages	27	100	94.57

CDOM Statistics for Closed Listings

	# of Listings	% of Total	SP % OP
0-30 Days	6	22.22	97.38
31-60 Days	5	18.52	99.68
61-90 Days	5	18.52	93.86
91-120 Days	1	3.70	94.12
120+ Days	10	37.04	87.79
Totals/Averages	27	100	94.57



Todd Schapmire W Real Estate

Phone: Primary:707-570-9855 Secondary:707-591-0570
 Office: 707-591-0570
 Email: toddschapmire@gmail.com
 Lic: 01414195 Office Lic.: 01795950

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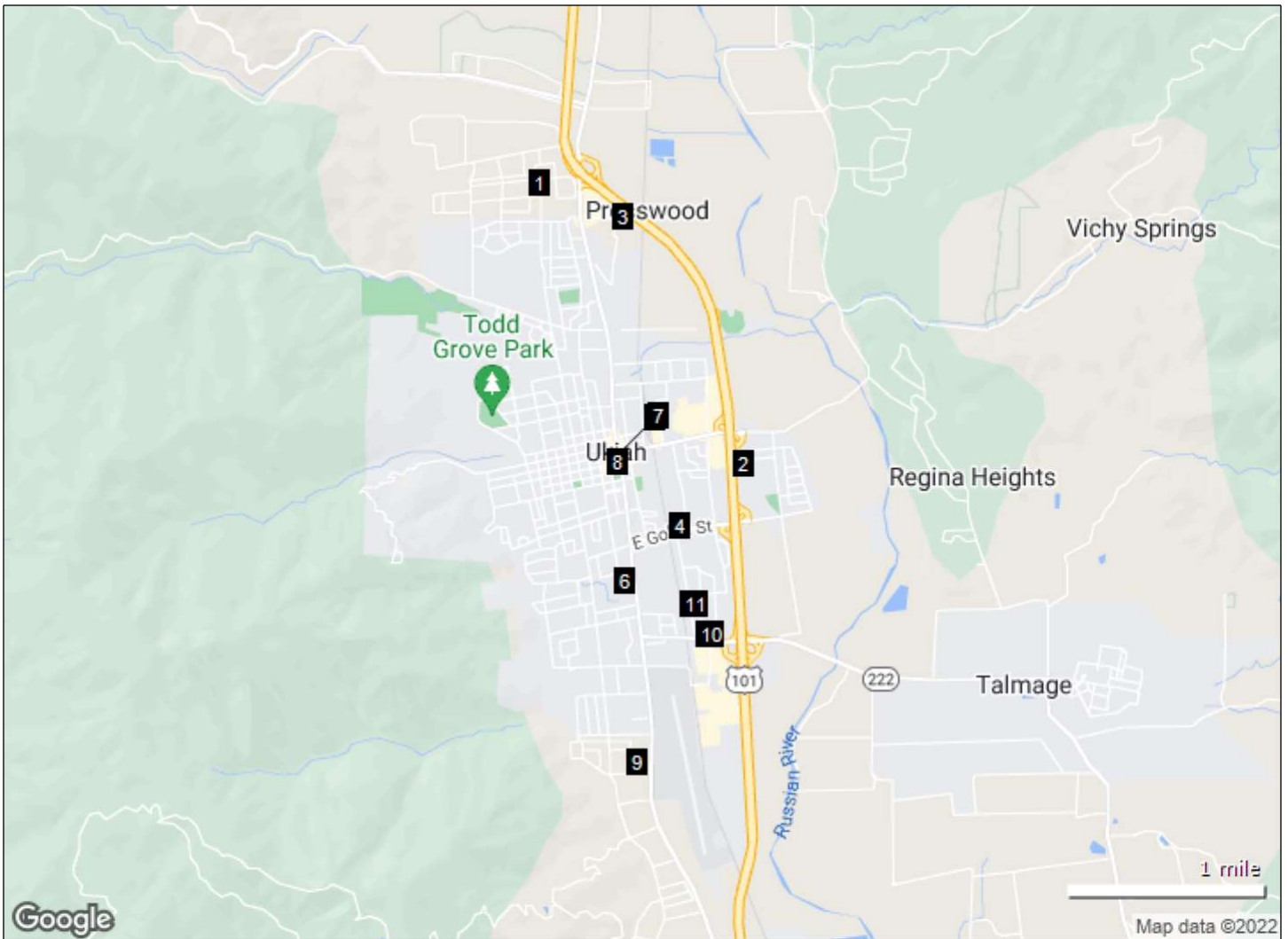
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EXHIBIT B



	Address	City	Property Info	Sale Info
1	1590 N Bush St	Ukiah	25,265 SF Multi-Family/Apartments	Sold: \$1,510,000
2	705 El Rio St	Ukiah	4,000 SF Multi-Family/Apartments	Sold: \$669,000
3	250 Ford Rd	Ukiah	8,550 SF General Retail/Auto Repair	Sold: \$1,125,000 (\$131.58/SF)
4	376 E Gobbi St	Ukiah	5,857 SF Class C Office	Sold: \$1,200,000 (\$204.88/SF)
5	246 Hospital Dr	Ukiah	3,312 SF Class C Office/Medical	Sold: \$865,000 (\$261.17/SF)
6	915 S Oak St	Ukiah	25,481 SF Multi-Family/Apartments	Sold: \$2,200,000 (\$183,333/Unit)
7	102 S State St	Ukiah	11,146 SF General Retail/Storefront Retail/Office	Sold: \$1,245,000 (\$111.70/SF)
8	116 S State St	Ukiah	5,000 SF Class C Office/Loft/Creative Space	Sold: \$612,500 (\$122.50/SF)
9	1450 S State St	Ukiah	37,302 SF Multi-Family/Apartments	Sold: \$4,400,000 (\$133,333/Unit)
10	430 Talmage Rd	Ukiah	9,420 SF Multi-Family/Apartments	Sold: \$1,415,000 (\$83,235/Unit)
11	905 Waugh Ln	Ukiah	16,200 SF Multi-Family/Apartments	Sold: \$1,650,000 (\$183,333/Unit)

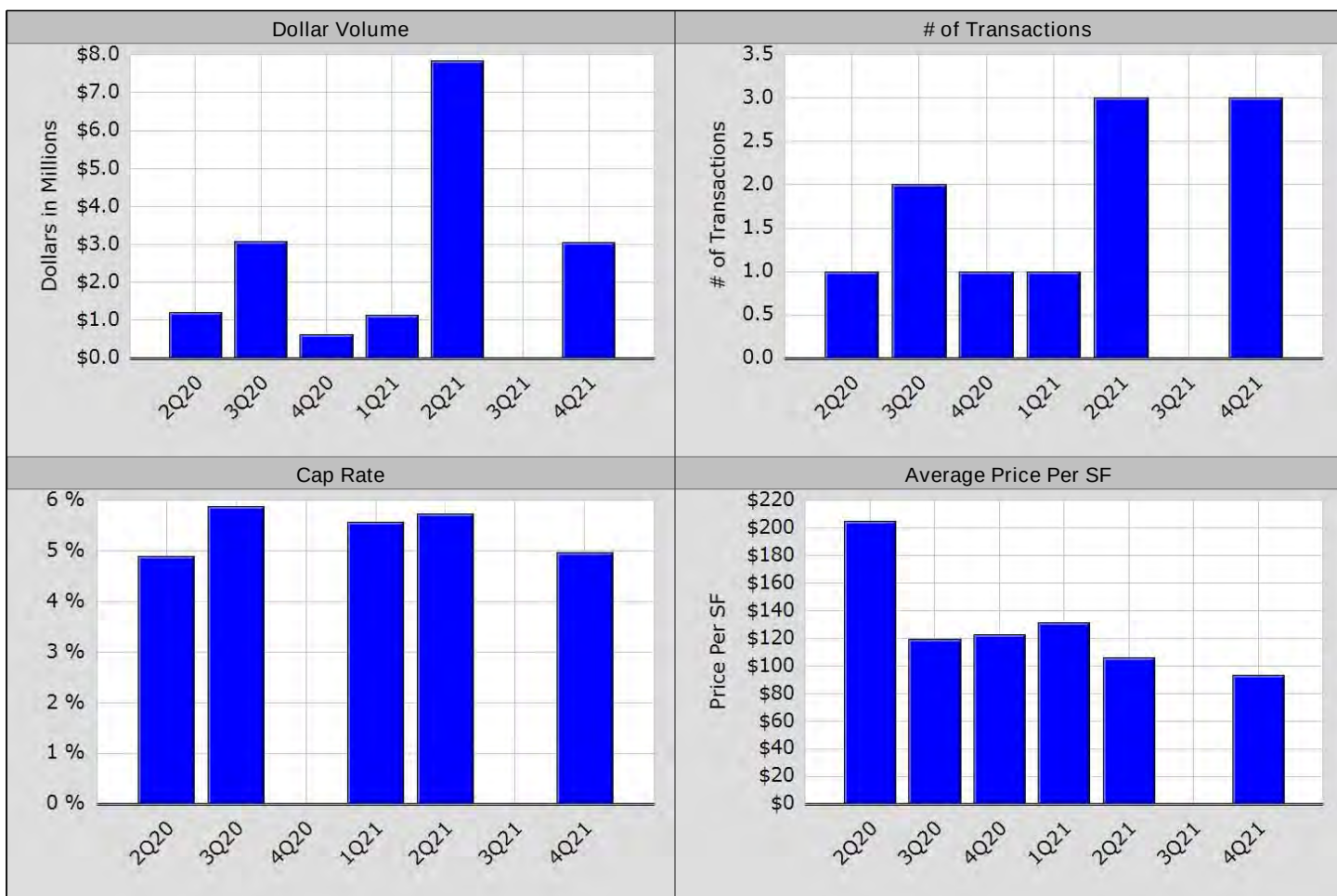
Quick Stats Report

Comps Statistics					
	Low	Average	Median	High	Count
Office					
Sale Price	\$612,500	\$892,500	\$865,000	\$1,200,000	3
RBA	3,312 SF	4,723 SF	5,000 SF	5,857 SF	3
Price per SF	\$122.50	\$188.97	\$204.88	\$261.17	3
Actual Cap Rate	4.90%	4.91%	4.91%	4.92%	2
Days on Market	43	113	113	183	2
Sale Price to Asking Price Ratio	86.93%	88.84%	88.84%	90.74%	2
General Retail					
Sale Price	\$1,125,000	\$1,185,000	\$1,185,000	\$1,245,000	2
Center Size	8,550 SF	9,848 SF	9,848 SF	11,146 SF	2
Price per SF	\$111.70	\$120.33	\$121.64	\$131.58	2
Actual Cap Rate	5.56%	5.87%	5.87%	6.17%	2
Days on Market	271	271	271	271	1
Sale Price to Asking Price Ratio	93.75%	93.75%	93.75%	93.75%	1
Multi-Family					
Sale Price	\$669,000	\$1,974,000	\$1,580,000	\$4,400,000	6
Building Size	4,000 SF	19,611 SF	20,732 SF	37,302 SF	6
Price per SF	\$59.77	\$100.66	\$109.91	\$167.25	6
Actual Cap Rate	4.96%	5.55%	5.01%	6.80%	5
Gross Income Multiplier	-	-	-	-	-
Gross Rent Multiplier	-	-	-	-	-
# of Units	9	16	12	33	5
Price per Unit	\$83,235	\$137,963	\$158,333	\$183,333	4
Days on Market	69	101	104	134	5
Sale Price to Asking Price Ratio	83.48%	93.81%	95.10%	100.67%	5
Totals					
Sold Transactions	Total Sales Volume:		\$16,891,500	Total Sales Transactions:	11
Survey Criteria					
basic criteria: Sale Date - from 5/12/2020; Sale Status - Sold, Under Contract/Pending; Return and Search on Portfolio Sales as Individual Properties - Yes; Exclude Non-Arms Length Comps - Yes					
geography criteria: City - Ukiah, CA					

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5/11/2022

Trend Report



Legend:

Current Survey
Sold Transactions



Time Interval - Quarterly

Report Time Frame: 4/1/2020 - 5/11/2022
Sale Date: from 5/12/2020

Sold
Transactions

Number of Transactions	11
Total Dollar Volume	\$16,891,500
Total Bldg Square Feet	151,533
Total Land in Acres	6.57
Total Land in SF	286,189
Total Units	81
Average Price	\$1,535,591
Average Number of SF	13,776
Average Price Per Bldg SF	\$111.47
Median Price Per SF	\$122.50
Average Number of Acres	0.60
Average Number of SF(Land)	26,017
Average Price Per Unit	\$137,963
Median Price Per Unit	\$151,000
Average Number of Units	16
Actual Cap Rate	5.48%
Average GRM	-
Average GIM	-

Survey Criteria

basic criteria: Sale Date - from 5/12/2020; Sale Status - Sold, Under Contract/Pending; Return and Search on Portfolio Sales as Individual Properties - Yes; Exclude Non-Arms Length Comps - Yes

geography criteria: City - Ukiah, CA

Trend Report

	2Q20 04/1-6/30/20	3Q20 07/1-9/30/20	4Q20 10/1-12/31/20	1Q21 01/1-3/31/21
	Sold Transaction	Sold Transaction	Sold Transaction	Sold Transaction
Number of Transactions	1	2	1	1
Total Dollar Volume	\$1,200,000	\$3,065,000	\$612,500	\$1,125,000
Total Bldg Square Feet	5,857	25,620	5,000	8,550
Total Land in Acres	0.47	1.67	0.12	0.95
Total Land in SF	20,473	72,745	5,227	41,382
Total Units	-	26	-	-
Average Price	\$1,200,000	\$1,532,500	\$612,500	\$1,125,000
Average Number of SF	5,857	12,810	5,000	8,550
Average Price Per Bldg SF	\$204.88	\$119.63	\$122.50	\$131.58
Median Price Per SF	\$204.88	\$126.03	\$122.50	\$131.58
Average Number of Acres	0.47	0.84	0.12	0.95
Average Number of SF(Land)	20,473	36,373	5,227	41,382
Average Price Per Unit	-	\$117,885	-	-
Median Price Per Unit	-	\$133,284	-	-
Average Number of Units	-	13	-	-
Actual Cap Rate	4.90%	5.88%	-	5.56%
Average GRM	-	-	-	-
Average GIM	-	-	-	-

	2Q21 04/1-6/30/21	4Q21 10/1-12/31/21		
	Sold Transaction	Sold Transaction		
Number of Transactions	3	3		
Total Dollar Volume	\$7,845,000	\$3,044,000		
Total Bldg Square Feet	73,929	32,577		
Total Land in Acres	2.41	0.95		
Total Land in SF	104,980	41,382		
Total Units	45	10		
Average Price	\$2,615,000	\$1,014,667		
Average Number of SF	24,643	10,859		
Average Price Per Bldg SF	\$106.12	\$93.44		
Median Price Per SF	\$111.70	\$167.25		
Average Number of Acres	0.80	0.32		
Average Number of SF(Land)	34,993	13,794		
Average Price Per Unit	\$146,667	\$151,000		
Median Price Per Unit	\$158,333	\$151,000		
Average Number of Units	23	10		
Actual Cap Rate	5.72%	4.96%		
Average GRM	-	-		
Average GIM	-	-		

EXHIBIT C

Project: 101 S. Main Street
Ukiah, CA

Date: 5/13/2022



WESTERN BUILDERS

Building Shell & Site Improvements

Item	Description	Qu.	Unit	Lab.	Mat.	Sub.	Total
1	Site ADA improvements	1	LS	0	0	35000	35000
							0
2	Interior demolition	3200	SF	0	0	12	38400
							0
3	New HVAC (Title 24 compliant)	3200	SF	0	0	47	150400
							0
4	Roof	3200	SF	0	0	25	80000

Total Owner's Budget \$ 303,800

Tenant Improvements

Item	Description	Qu.	Unit	Lab.	Mat.	Sub.	Total
	Interior sheetrock, finish & paint	1	LS	0	0	30000	30000
	New ADA compliant restrooms	1	LS	0	0	50000	50000
	Window & doors	1	LS	0	0	20000	20000
	Flooring	1	LS	0	0	32000	32000
	Storage/ Office/ Breakroom	1	LS	0	0	50000	50000
	Electrical service	1	LS	0	0	35000	35000
	Plumbing upgrades	1	LS	0	0	10000	10000
	Architects, engineers, consultants, permits, fees, etc.	1	ALL	0	0	150000	150000

Total Tenant Budget \$ 245,000

Contingency @ 10% \$ 54,880

Total Project \$ 603,680

* Improvements may trigger additional repairs and structural upgrades required by code

Exclusions:

Off site improvements

EXHIBIT D

An Appraisal Report

of

101 N State St

A Single-tenant Office Building

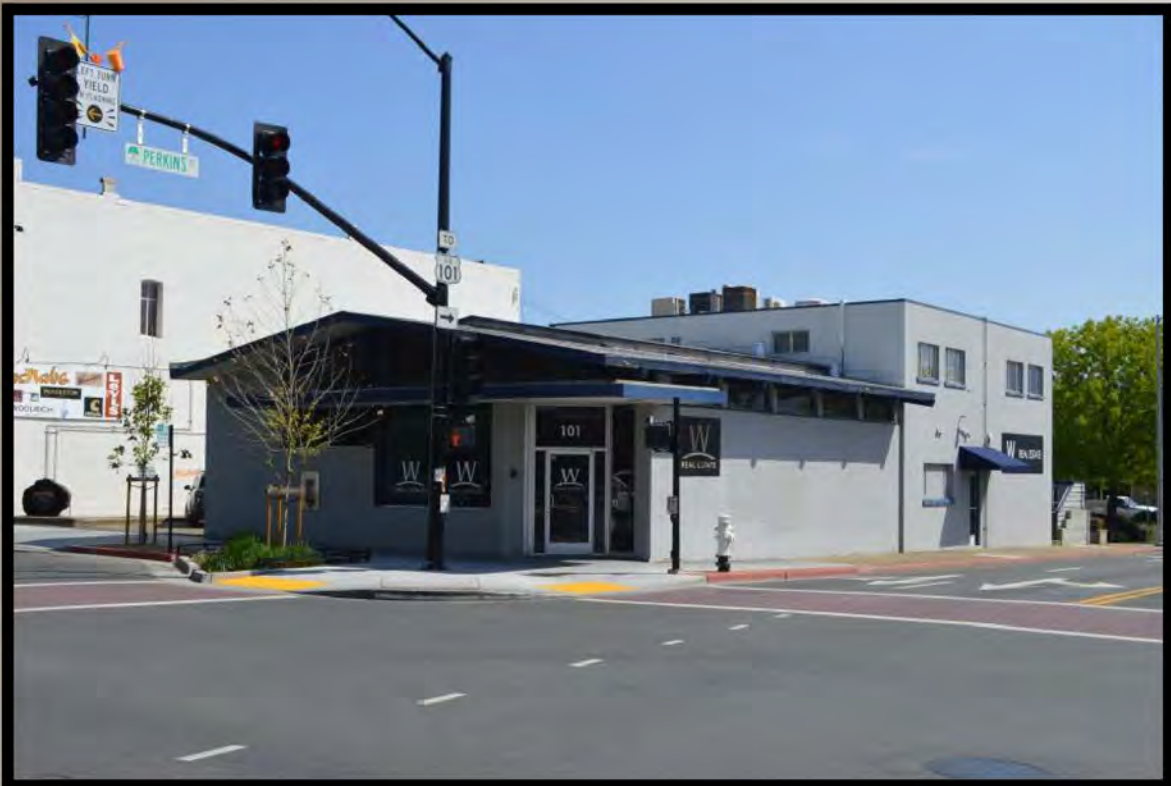
located in
Ukiah, California

Effective date of report: April 28, 2022

Effective date of value: April 26, 2022

for

Appraisal Dept.
c/o Michael Webster, MAI
Summit State Bank
500 Bicentennial Way, Ste. 100
Santa Rosa, CA 95403



Keith Sablik, MAI
Certified General Appraiser
203 Photinia Place
Petaluma, CA 94952
(707) 559-5551

April 28, 2022

Appraisal Dept.
c/o Michael Webster, MAI
Summit State Bank
500 Bicentennial Way, Ste. 100
Santa Rosa, CA 95403

Re: 101 N State St
Ukiah, CA 95482

Dear Mr. Webster:

Per your request dated March 25, 2022, and as required by Regulation No. 1 of the Appraisal Institute, I have made the necessary inspection and analysis to appraise the above referenced property. The attached report provides essential data and detailed reasoning employed in reaching my opinion of value

The purpose of the following report is to develop an opinion of market value of the fee simple interest in the property, as-improved, as of April 26, 2022. The intended use of the report is for underwriting purposes in conjunction with a potential loan on the property. The intended user and client of the report is Summit State Bank. This report is not intended for any other use or user.

The property being appraised is an 18,334-sf (0.42-acre) commercially-zoned parcel improved with an average quality/appeal, 4,541-sf, single-tenant office building located within the incorporated city of Ukiah, in Mendocino County, California.

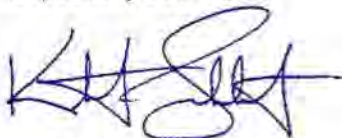
The value reported is qualified by certain definitions, limiting conditions, and certifications that are set forth in the attached report. The analysis contained in the report that follows is presented as a summary Appraisal Report.

Based on my analysis, the opinion of market value of the subject property, as set forth, documented, and qualified in the attached report under conditions prevailing on April 26, 2022, is:

SEVEN HUNDRED TWENTY-FIVE THOUSAND DOLLARS
(\$725,000)

It has been a pleasure doing business with you. Should you have any questions, please do not hesitate to contact me at (707) 559-5551.

Respectfully submitted,



Keith Sablik, MAI
Certified General Appraisal
CA Lic #AG008653

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SUMMARY OF SALIENT FACTS

Assessor's Parcel Number	002-228-05
Street Address	101 N State St
	Ukiah, CA 95482
County	Mendocino
Census Tract Number	116.00
Client	Summit State Bank
Owner/Borrower	North State Partners, LLC
Occupant	Owner-occupied (dba W Real Estate)
Site Area	18,334 sf (0.42 acre)
Year Built	Circa 1950s
Gross Building Area	4,541 sf
Improvements	Average quality & appeal, two-story, single-tenant office building with a gross building area of 4,541 sf, in good condition.
General Plan Land Use	Commercial
Zoning	DC: Downtown Core Zone
Flood Hazard	FEMA map reference #06045C1514F, Zone X (areas determined to be outside the 0.2% annual chance floodplain), dated 06/02/2011
Earthquake Hazard	Per the California Dept. of Conservation's <u>California Geological Survey</u> , the property is situated in the Ukiah Quadrangle, but is not located on a known fault.
Environmental Hazard	Per the State Water Resource Control Board's Geotracker website, there are 17 environmental hazard sites identified within a 1,000' radius of the subject. Sixteen are marked completed-case closed; one is open under remediation. There are no known or noted environmental hazards at the property.

SUMMARY OF SALIENT FACTS

Present Use	<i>Single-tenant office building</i>
Highest and Best Use	<i>Single-tenant office building</i>
Property Rights Appraised	<i>Fee Simple</i>
Extraordinary Assumptions	<i>N/A</i>
Hypothetical Conditions	<i>N/A</i>

VALUE INDICATORS	
Indicated Value via Sales Comparison Approach	\$725,000
Indicated Value via Income Approach	\$725,000
Opinion of Value	\$725,000
Insurable Value	\$725,000

Date of Property Inspection	<i>April 26, 2022</i>
Date of Value Conclusion	<i>April 26, 2022</i>
Date of Appraisal Report	<i>April 28, 2022</i>

PURPOSE OF THE APPRAISAL

The purpose of the appraisal is to estimate the market value of the fee simple interest in the property described hereinafter, subject to the Limiting Conditions later set forth, as of April 26, 2022. Evaluation of the property is made as-improved.

This is an *Appraisal Report* as defined by Standards Rule 2.2 in the Uniform Standards of Professional Appraisal Practice (USPAP) effective January 01, 2020 through December 31, 2022.

INTENDED USE and USER OF THE APPRAISAL

The intended use of the report is for underwriting purposes in conjunction with a potential loan on the property. The intended user and client of the report is Summit State Bank. This report is not intended for any other use or user.

INTEREST APPRAISED

The property interest(s) appraised are identified below:



A *fee simple estate* is defined as follows:

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.



A *leased fee estate* is defined as follows:

An ownership interest held by a landlord with the right of use and occupancy conveyed by lease to others. The rights of the lessor (the leased fee owner) and the leased fee are specified by contract terms contained within the lease.



A *leasehold estate* is defined as follows:

The interest held by the lessee (the tenant or renter) through a lease conveying the rights of use and occupancy for a stated term under certain conditions.



Personal property is defined as follows:

Identifiable portable and tangible objects that are considered by the general public to be "personal", e.g., furnishings, artwork, antiques, gems and jewelry, collectibles, machinery and equipment; all property that is not classified as real estate. Personal property includes movable items that are not permanently affixed to, and part of, the real estate.

Taken from the Dictionary of Real Estate Appraisal, 4th Edition, 2002

SCOPE OF WORK

The following steps were followed in arriving at the estimate of value included in the appraisal report of the subject property:

- *After receiving the assignment, a preliminary search of all available resources was made to determine market trends. A study was made of the area, community, and neighborhood and other significant factors pertinent to the subject property.*
- *A physical inspection of the property was performed on April 26, 2022. Although due diligence was exercised while at the subject property, the appraiser is not an expert in such matters as hazardous waste, soil contamination, etc., and no warranty is given or implied as to these or other elements outside of analysis of market data. Inspections by various professionals within these fields may be recommended with the final estimate of market value subject to their findings.*
- *The appraiser collected data from a variety of sources, including the property owner, owner's representative, BAREIS (North Bay Multiple Listing Service), county assessor's office, real estate brokers, and/or the appraiser's own files.*
- *The highest and best use was then determined considering zoning, the general plan, economic considerations, and surrounding land use.*
- *A more detailed review of the collected data was then performed with the most relevant factors extracted and considered. Comparable properties were examined and, when possible, confirmed with parties involved with the transactions. Additionally, a physical inspection of the front-exterior of the properties was also performed. All appropriate data was then analyzed to arrive at a conclusion of value.*
- *The appraisal report was prepared in accordance with standards dictated by the Appraisal Foundation in the Uniform Standards of Professional Appraisal Practices (USPAP), as well as in accordance with Title XI of FIRREA. The intent of the report is to lead the reader systematically through the appraisal process leading to conclusions similar to those of the appraiser.*
- *The report is intended to comply with 1) Interagency Appraisal and Evaluation Guidelines; and 2) USPAP.*
- *The appraiser did not take into consideration any prohibited basis, such as race, color, religion, sex, familial status or national origin, in developing and reporting the appraisal.*
- *Delivery of the appraisal report to the client constituted the completion of the assignment.*

DEFINITION OF VALUE

Market Value¹ is defined as follows:

Market value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- (1) Buyer and seller are typically motivated;
- (2) Both parties are well informed or well advised, and acting in what they consider their own best interests;
- (3) A reasonable time is allowed for exposure in the open market;
- (4) Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- (5) The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

¹ Code of Federal Regulations, revised January 01, 2009: Title 12-Banks and Banking, Chapter V-Office of Thrift Supervision, Department of the Treasury, Part-(Appraisals) 564.2g, including verbatim the grammatical and punctuation errors.

ASSUMPTIONS AND LIMITING CONDITIONS

Assumptions and Limitations of Appraisal

This appraisal is for no other purpose than property valuation, and the appraiser is neither qualified nor attempting to go beyond that narrow scope. The reader should be aware that there are also inherent limitations to the accuracy of the information and analyses contained in the appraisal. Before making any decisions based on the information and analyses contained in this report, it is important to read this entire section to understand these limitations.

Appraisal is Not a Survey

It is assumed that the utilization of the land improvements is within the boundaries of the property lines of the property described and that there are not encroachments or easements unless noted within the report.

No survey of the property has been made by the appraiser and no responsibility is assumed in connection with such matters. Any maps, plat maps, or drawings reproduced and included in this report are intended only for the purpose of showing area relationships. The reliability of the information contained on any such map or drawing is assumed by the appraiser and cannot be guaranteed to be accurate. A surveyor should be consulted if there are any concerns about boundaries, setbacks, encroachments, easements, or other survey matters.

Legal Aspects of the Appraisal

No responsibility is assumed for matters of a legal nature that affect title to the property, boundaries, encumbrances, easements, or other defects of title. The appraiser was not provided with an abstract of title for the property being appraised and the appraiser has not made an examination of one.

It is assumed that the real property is in full compliance with all applicable federal, state, and local environmental regulations and laws unless non-compliance is stated. A comprehensive examination of laws and regulations affecting the subject property was not performed for this appraisal.

It is assumed that all applicable zoning, use regulations, and restrictions have been complied with, unless stated otherwise. Information and analyses shown in this report concerning these items is based only on a preliminary investigation. Any questions should be addressed to local zoning or land use officials or other qualified individuals.

It is assumed that all required licenses, permits, or other necessary documentation from the appropriate authority has been or can be obtained or renewed for any use on which the value estimate is based. If any questions arise concerning any area stated in this paragraph, a qualified individual should be consulted.

All mortgages, liens, encumbrances, leases, and servitude have been disregarded unless so stated within the report. The property is appraised as though under responsible ownership and competent management.

ASSUMPTIONS AND LIMITING CONDITIONS

Use and Extent of This Appraisal

The appraiser will not be required to give testimony or appear in court for any reason related to this appraisal unless prior arrangements have been made.

Possession of this report, or copy thereof, does not presume right of publication. The report may not be used by any person other than the party to whom it is addressed without the prior written consent of the appraiser, and only with proper written approval from the appraiser and only in its entirety.

Neither all nor any part of the contents of this report, or copy hereof, shall be conveyed or utilized for advertising purposes, public relations, new sales, or any other media without the prior written consent of the appraiser.

Use of this report is subject to the requirement of the Appraisal Institute relating to review by its duly authorized representative.

Acceptance and/or use of this appraisal report constitutes acceptance of the foregoing general assumptions and general limiting conditions.

Appraisal Is Not an Engineering or Property Inspection Report

No environmental impact studies were provided in conjunction with this report. It is assumed that there are no hidden or unapparent conditions of the property, sub-soil, or structures that would render it more or less valuable. No responsibility is assumed for such conditions, or for the engineering that may be required to discover such factors. Since no engineering tests were made, no liability is assumed for soil conditions. Sub-surface rights (mineral and oil) were not considered in making this appraisal.

Wells and septic systems, if any, are assumed to be in good working condition and of sufficient size and capacity for the stated highest and best use.

The appraiser is not an environmental expert and does not have the expertise necessary to determine the existence of environmental hazards such as the presence of toxic wastes, asbestos, or hazardous building material, or any other environmental hazards noted on the subject or surrounding properties. If the appraiser has any knowledge of any problems of this nature which would create a significant problem, they are disclosed in this report. Nondisclosure should not, however, be taken as an indication that such a problem does not exist; an expert in the field should be consulted if any interested party has questions on environmental factors.

ASSUMPTIONS AND LIMITING CONDITIONS

No chemical or scientific tests were performed by the appraiser on the subject property; it is assumed that the air, water, ground, and general environment associated with the property, present no physical or health hazard of any kind unless otherwise noted in the body of the appraisal report. It is further assumed that the subject does not contain any type of dump site and that there are no underground tanks leaking toxic or hazardous chemicals into the groundwater or environment unless otherwise noted in the report.

Appraisal Is Made Under Conditions of Uncertainty with Limited Data

As evident from the limitations presented, above, this appraisal has been performed with a limited amount of data. Data limitations result from a lack of certain areas of expertise by the appraiser, the inability of the appraiser to view certain portions of the property, the inherent limitations of relying upon information provided by others, etc.

Before relying on any statement made in this appraisal report, concerned parties should contact the appraiser for the exact extent of data collection on any point which they believe to be important to decision making.

Information provided by local sources, such as government agencies, financial institutions, accountants, attorneys, and others, is assumed to be true, correct, and reliable. No responsibility for the accuracy of such information is assumed by the appraiser.

The comparable sales data relied upon in the appraisal is believed to be from reliable sources. Though all the comparables were examined, it was not possible to inspect them all in detail. The value conclusions are subject to the accuracy of said data.

Engineering analysis of the subject property was neither provided nor made as a part of this appraisal report.

All values shown in the appraisal report projections are based on the appraiser's analysis as of the date of the appraisal. The values may not be valid in other time periods or as conditions change.

Since projected mathematical models and other projections are based on estimates and assumptions which are inherently subject to uncertainty and variation depending upon evolving events, they are not represented as results that will actually be achieved.

This appraisal is an estimate of value based on an analysis of information known to the appraiser at the time the appraisal was made. The appraiser does not assume any responsibility for incorrect analysis because of incorrect or incomplete information.

Opinions and estimates expressed herein represent the appraiser's best judgment but should not be construed as advice or recommendation to act.

ASSUMPTIONS AND LIMITING CONDITIONS

Appraisal Report Limitations

Appraisal reports are technical documents addressed to the specific technical needs of the client. Casual readers should be cautioned about the limitations and possible misinterpretation of the information contained in this report and further understand that this report does not contain all of the information gleaned by the appraiser concerning the subject property or the real estate market. While no factors believed to be significant were knowingly withheld, the possibility exists that the appraiser may have information of significance to others; due to the appraiser's limited acquaintance of the property and the appraiser's specifically limited expertise, such information may not seem to be of import to the appraiser.

The appraiser should be contacted with any questions before this report is relied upon as a basis for decision making.

IDENTIFICATION OF PROPERTY

Location

The subject property is located in the northern portion of the State of California, within the south-central portion of Mendocino County in the incorporated City of Ukiah. Specifically, it is a street-to-street parcel situated on the northeast corner of N State St & E Perkins St and the northwest corner of N Main St & E Perkins St, within the city's downtown core.

The subject is identified as assessor's parcel number 002-228-05 and is commonly referenced as 101 N State St, Ukiah, CA.

Statement of Ownership/Property History

According to a preliminary title report produced by First American Title Co. (order #4904-6806326, dated March 23, 2022, at 7:30 a.m.), interest in the property is vested in:

TODD A. SCHAPMIRE, JR. AND RANDALL P. WALLER AND MARIO J. TAMO AND ANTHONY BENSHIRA, AS JOINT TENANTS, SUBJECT TO ITEM NO. 8

However, contrary to this, the parties cited above transferred title to *North State Partners LLC* on June 05, 2019. The partners of the LLC and the owners listed above are one and the same.

The property was purchased by the current owner on February 22, 2019 for \$684,500,000, via document #19-02031. The property was not listed prior to the purchase.

Since its purchase, the owner has completed various updating of the building

According to available records and data sources, there has been no other market activity or transfer of the property in the past five years.

Legal Description

See preliminary title report in attached addendum.

IDENTIFICATION OF PROPERTY

Tax and Assessment Data

As result of the passage of California Proposition 13 (or the Jarvis-Gann Initiative) in 1978, real property taxes in the State of California are limited to 1% of market value, based upon the assessor's market value estimate for the 1975 base year; unless there is a transfer of ownership, new construction, or the property is leased on a long-term basis. Whenever any of the foregoing occurs, the property is reassessed at full market value. If there is no reassessment, the assessed value is increased at 2% annually. Proposition 13 limits the annual real property taxes to 1% of the assessed value plus an amortized amount for voter approved bonded indebtedness.

The property resides within tax rate area 0030141 and has a current tax rate of 1.1470%. Assessment on the property for the 2019/2020 tax year is as follows:

2021 Assessed Values					
APN	Land	Improvements	Fixtures	Personal Prop.	Total
002-228-05	\$261,382	\$371,790	\$0	\$0	\$633,172

2021 Taxes and Rate				
APN	Variable	Direct	Total	Tax Rate
002-228-05	\$7,667.71	\$0.00	\$7,667.72	1.2110%

Source: Mendocino County Tax Collector's and Assessor's offices

Taxes are typical and conforming to the subject's area and market segment.

IDENTIFICATION OF PROPERTY

Marketing Period and Exposure Time

The following definitions are taken from the Dictionary of Real Estate Appraisal, 4th Edition, 2002.

Marketing Period

1. The time it takes an interest in real property to sell on the market sub-sequent to the date of an appraisal.
2. Reasonable marketing period is an estimate of the amount of time it might take to sell an interest in real property at its estimated market value during the period immediately **after the effective date of the appraisal**; the anticipated time required to expose the property to a pool of prospective purchasers and to allow appropriate time for negotiation, the exercise of due diligence, and the consummation of a sale at a price supportable by concurrent market conditions.

Assumptions are made that the property will be marketed through professionals experienced with the particular type of property and that all normal marketing tools will be employed during the listing period. Additionally, the property will be offered for sale at a reasonable value relative to its market value and that neither buyer nor seller are under any duress to execute the sale.

Exposure Time

1. The time a property remains on the market.
2. The estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; a retrospective estimate based on an analysis of past events assuming a competitive and open market. Exposure time is always presumed to occur **prior to the effective date of the appraisal**. The overall concept of reasonable exposure encompasses not only adequate, sufficient and reasonable time but also adequate, sufficient and reasonable effort. Exposure time is different for various types of real estate and value ranges and under various market conditions.

Listing periods for three properties utilized in the sales comparison approach ranged from 3 days up to 672 days, with an average time of 311 days or approximately 10.4 months on the market. A broader review of the market finds most properties in the region selling within a 3-to-9-month period.

Based upon this analysis, the exposure time for the property at the stated opinion of value is estimated between 3 and 9 months. Anticipating no major changes in market conditions over the next year, a similar time frame is estimated for the marketing period.

AREA DESCRIPTION



Geography and Economics of Mendocino County

Mendocino County is situated in the northwest coastal region of California and is bounded by Humboldt and Trinity Counties to the north; Tehama, Glenn and Lake Counties to the east; Sonoma County to the south; and the Pacific Ocean to the west. Mendocino County is 100 miles north of San Francisco on the U.S. Highway 101 corridor, and covers an area of approximately 3,878 square miles. It ranks 15th in size compared to the 58 counties in the State of California, but falls to 37th rank when relative populations of these counties are compared. There are only four incorporated cities (towns) in the county, in order of size: Ukiah, Fort Bragg, Willits, and Point Arena. Approximately, 70% of the population lives in the unincorporated areas of the county.

The headwaters of the Russian River are located in Mendocino County, and its rich bottomland supports many small and mostly organic farms that grow fruits and vegetables, while ranches raise sheep and cattle. Mendocino County offers a wide variety of topography, climate, and vegetation; from tidal flatlands of the coastline to rugged mountain terrain, with a number of fertile valleys and a large plain. The climate is considered mild with lows rarely dropping below freezing in the winter and highs in the summer average mid to high 90s.

The Coastal Mountain Range presents a significant geographic barrier, and divides the coastal and interior regions of the county. On the eastern side of the Coastal Mountain Range is Mendocino County's interior, which consists of a series of deep valleys running north and south and contains the bulk of the county's population.

Ukiah is the largest city and County seat. Mendocino College, with a 127-acre permanent campus, and an enrollment of +/- 5,000 students, is located 3 miles north of downtown Ukiah, and is a major employer for the area. Just east of Ukiah in the community of Talmage, is the 488-acre 'City of Ten Thousand Buddhas', one of the nation's largest Buddhist universities/colonies. It is situated at the site of the former Mendocino State hospital.

AREA DESCRIPTION

The economic base of the region has been in transition for decades. The following table indicates some of the largest employers in Mendocino County (ranked by number of full-time employees):

County of Mendocino
Ukiah Unified School District
Mendocino College
Georgia Pacific West
Productive People Empl. Services
Retech
Mendocino Co. Office of Education
Rainbow Construction
Harwood Products Inc.
Mendocino Coast Hospital
City of Ukiah
Savings Bank of Mendocino County
AM&D
Howard Frank R. Memorial Hospital
Fetzer Vineyards

Source: Upstate California Economic Development Council
Source: www.cityofukiah.com

The economy of Mendocino County has historically been centered on agriculture and resource extraction – primarily timber and fishing. However, both the timber and fishing industries have been in decline for several decades due to the over-extraction and consequent dwindling of these resources. Of the three dozen former mills in the county, only a handful remain open, and these are mainly remanufacturing mills that turn sawn logs into molding and other products. The timber and fishing industries have been replaced with tourism within the county. However, it is a cyclical industry that is dependent on worldwide economic conditions. Prior to the recession, the Transient Occupancy Tax (TOT) collections for the county peaked in 2007-08 at \$3,846,841. By 2009-10, they had fallen to \$3,255,978 as the full impact of the recession took hold. Subsequent years have seen a steady growth leading to a 2018/2019 (the last reported time period – Mendocino County Tax Collector) figure of \$5,668,666.

Other visitor-serving businesses such as restaurants, gas stations, and entertainment venues are also trending upward. Indian casinos are another growing visitor-serving service. There are currently four along State Route 101, in or near Hopland, Redwood Valley, Willits and Laytonville.

AREA DESCRIPTION

The table below reflects the change in average monthly industry-occupancy employment levels in the county between 2010 and 2020:

Mendocino County Employment by Industry

Industry	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2019 vs 2020
Farm	1,600	1,510	1,530	1,500	1,530	1,480	1,060	1,180	1,230	1,200	1,140	-5.0%
Mining, Logging and Construction	1,190	1,180	1,260	1,270	1,320	1,330	1,280	1,560	1,630	1,600	1,420	-11.3%
Manufacturing	2,190	2,230	2,330	2,420	2,490	2,520	2,550	2,460	2,380	2,290	2,130	-7.0%
Wholesale Trade	670	690	720	810	830	730	810	800	780	740	720	-2.7%
Retail Trade	4,380	4,310	4,360	4,350	4,380	4,620	4,750	4,760	4,960	4,830	4,330	-10.4%
Transportation, Warehousing & Utilities	570	580	610	650	650	680	770	760	770	800	750	-6.3%
Information	330	310	290	280	270	260	240	240	230	210	200	-4.8%
Financial Activities	1,160	1,060	1,080	1,040	1,050	1,040	1,030	1,070	1,090	1,060	1,020	-3.8%
Professional & Business Services	1,770	1,800	1,700	1,700	1,660	1,670	1,660	1,740	1,850	1,960	1,790	-8.7%
Educational & Health Services	3,730	3,860	5,060	5,480	5,570	5,490	5,720	5,790	5,830	5,890	5,570	-5.4%
Leisure & Hospitality	3,660	3,590	3,690	4,180	4,230	4,250	4,240	4,330	4,260	4,320	2,970	-31.3%
Other Services	730	730	750	760	770	780	790	820	770	730	610	-16.4%
Federal Government	330	290	290	330	260	270	270	260	270	270	290	7.4%
State & Local Government	6,970	6,760	6,650	6,670	6,770	6,870	7,000	7,130	6,880	6,910	6,100	-11.7%
Total: All Industries	29,280	28,900	30,320	31,440	31,780	31,970	32,170	32,900	32,930	32,810	29,040	-11.5%
% Private	75.1%	75.6%	77.1%	77.7%	77.9%	77.7%	77.4%	77.5%	78.3%	78.1%	78.0%	
% Public	24.9%	24.4%	22.9%	22.3%	22.1%	22.3%	22.6%	22.5%	21.7%	21.9%	22.0%	

Source: State of California Employment Development Department

Government employment is the largest single source of employment in the county, followed by retail trade, leisure/hospitality, and educational/health services. This highlights the shift away from manufacturing, which was once a major employer in the region. The county's employment is now focused upon services with the public sector coming in as number one in employment.

Employment figures declined in all industries between 2019 and 2020, reflecting the on-set of the Covid-19 pandemic in early 2020 and its devastating impact upon all sectors of employments, but most notably in Leisure & Hospitality, which was down 31.3%.

AREA DESCRIPTION

The table below reflects the historical labor force totals for Mendocino County since 2003:

Year	Labor Force	Employment	Unemployment	Unemployment Rate
2003	45,310	42,190	3,120	6.9%
2004	44,033	41,198	2,835	6.4%
2005	43,926	41,389	2,537	5.8%
2006	43,351	41,097	2,254	5.2%
2007	43,179	40,804	2,375	5.5%
2008	43,287	40,321	2,966	6.9%
2009	43,325	38,878	4,447	10.3%
2010	43,347	38,461	4,886	11.3%
2011	42,755	38,077	4,678	10.9%
2012	42,776	38,623	4,153	9.7%
2013	43,497	40,126	3,371	7.7%
2014	41,000	38,160	2,840	6.9%
2015	40,207	37,853	2,354	5.9%
2016	39,644	37,555	2,089	5.3%
2017	39,628	37,842	1,786	4.5%
2018	39,715	38,151	1,564	3.9%
2019	38,934	37,388	1,546	4.0%
2020	37,015	33,723	3,292	8.9%
2021	36,920	34,622	2,298	6.2%

Source: Bureau of Labor Statistics

The data indicates a moderate annual decline in the total workforce over the past ten years. As of 2019, Mendocino County's unemployment rate was 4.0%; down from a recent peak of 11.3% in 2010 and below its pre-recession low of 5.2% in 2006. This followed the general pattern observed within most counties in the state: a sharp increase in unemployment figures as the recession takes hold in late-2008, followed by steady improvement from 2011-onward. Mendocino County's rate of recovery, however, lagged those of the nine Bay Area counties, which benefited from much stronger job growth throughout multiple industries.

In April 2020, unemployment increased dramatically to 14.7% in the county (16.1% in California), reflecting the on-set of the covid-19 pandemic and its devastating impact on short-term unemployment figures due to government mandated business closures and shelter-in-place orders. By the end of 2020, unemployment had risen to an average rate of 8.9%. As businesses have been allowed to re-open on a restricted basis, the rate had fallen to 6.2% by 2021. It is likely that unemployment rates will remain above recent lows as long as some form of restrictions remain in place.

AREA DESCRIPTION

Demographics

Approximately 67% of the population lives in the unincorporated areas of the county. The 2000 Census saw a county population of 86,265. By January 01, 2021, this figure had increased to 86,669, representing a 0.5% increase, but a loss of 2.7% from 2017's peak of 89,092. The declining population is mostly attributed to the stronger work force and employment opportunities found within the adjacent Bay Area region.

COUNTY/CITY	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Mendocino County											
Fort Bragg	7,278	7,285	7,327	7,564	7,633	7,672	7,449	7,540	7,494	7,451	7,409
Point Arena	448	448	450	446	444	448	437	438	430	438	435
Ukiah	15,926	16,027	16,101	16,170	16,156	16,186	15,889	16,081	15,942	15,951	15,526
Willits	4,879	4,878	4,904	4,868	4,860	4,879	5,092	5,133	5,107	5,065	5,040
Balance Of County	59,181	59,309	59,711	59,129	59,070	59,193	60,225	59,350	59,232	58,803	58,259
Incorporated	28,531	28,638	28,782	29,048	29,093	29,185	28,867	29,192	28,973	28,905	28,410
County Total	87,712	87,947	88,493	88,177	88,163	88,378	89,092	88,542	88,205	87,708	86,669

(California Department of Finance: E-4 Population Estimates 2011-2021, with 2010 Census Benchmark)

The state's Dept. of Finance data indicates there were 85,160 households in the county as of January 01, 2021. The median household income was \$51,415 in 2019, with a cost-of-living index of 1116.9 (above the U.S. average of 100), making it a notably more affordable environment than the Bay Area.

Housing

Housing in Mendocino County is predominantly detached single-family units, making up approximately 70% of the total stock. They include modern subdivisions, custom homes, and small and large acreage rural properties, such as ranch homes or cabins.

According to BAREIS (Multiple Listing Service) statistics, the median value of single-family homes countywide in 2020 was approximately \$637,447 for a 1,687-sf, 3-bedroom/2-bathroom residence. Mobile homes account for approximately 13.5% of the housing stock. These dwellings are the preferred primary residence of many persons in the area due to their affordability and low maintenance. Multi-family housing is limited, accounting for 13% of the housing stock with most situated in the four incorporated communities. The county has ample vacant land that is planned for residential development; however, the rate of countywide residential growth is expected to remain moderate due to limited infrastructure of its communities and the availability of sewer and water services. Many of the unincorporated residential areas must rely on private water sources and septic systems, and natural gas is not available in the county.

AREA DESCRIPTION

Transportation

Mendocino County is served by the major roadway U.S. Highway 101. Local bus service is provided by Mendocino Transit Authority, and regional service is provided by Golden Gate Transit system. Railway access in Mendocino County is currently not in service. The former Northwestern Pacific Rail line holdings, which have historically served the area have been acquired by the State of California. Some 316 miles of rail right-of-way located in northern California are currently managed by the North Coast Railroad Authority (NCRA), which was created in 1989. This agency has been under-funded since inception, and there is currently significant deferred maintenance to the railway lines. However, the California Transportation Commission recently approved funding as part of the \$286 billion Transportation Equity Act approved by congress in 1985, to begin restoration work to the railroad line in phases with the eventual aim of providing a viable rail operation thru the southern portion of the rail line (including portions of Mendocino County). Ukiah Municipal public airport currently offers no major carrier service, and it has been forced to restrict the scope of its activities due to recent construction of "big box" retailers in the vicinity of established flight patterns. It is unlikely that major carrier service will be allowed at the current airport location, although there has been some discussion in local news services about re-locating the municipal airport to a location northeast of the current city limits.

Conclusion

Typical of most of California, the economic base of Mendocino County has recovered from the recent recession, whose lingering effects had put all sectors of the economy on hold for several years. Continued improvement in the economy will most likely continue the economic growth at both the local and regional level.

The attendant problems of growth, such as sewage collection, treatment, and disposal, water supply, and traffic congestion, are all matters currently being studied by local governmental agencies. Resolution of these infrastructure constraints will be determinative of future growth, both short- and long-term, within the county and its communities.

2020 Pandemic

An overriding issue to all of the aforementioned conditions is the current, on-going pandemic. In early 2020, markets were upset by the on-set of the world-wide pandemic. Most communities and many industries were initially severely depressed by the evolving, on-going threat of the covid-19 (corona) virus pandemic and government-enacted mandates to curb transmission. As vaccines became commonly-available by early 2021, easing of social-distancing mandates alleviated the financial distress amongst some, but not all industries; leaving many economies and markets in a potentially vulnerable state.

[illegible]

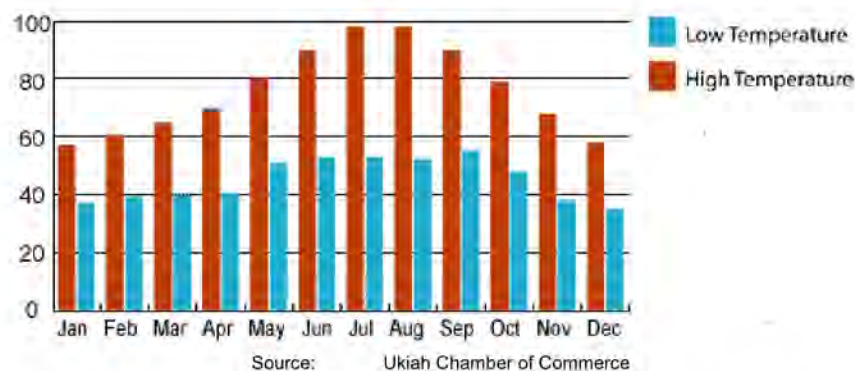
CITY/NEIGHBORHOOD DESCRIPTION

Geographically, Ukiah is situated in a small agricultural valley 614 feet above sea level. The town is located 110 miles North of San Francisco and 60 miles from the Mendocino coast. Ukiah was incorporated in 1876. Ukiah has excellent recreation facilities including Lake Mendocino just to the north and Cow Mountain Recreation area to the west. In addition Ukiah has numerous city and regional parks.

Freeway mileage from Ukiah to:

San Francisco:	113	Eureka:	160
Santa Rosa:	62	Ft. Bragg:	60
Seattle:	754	Lakeport:	32
Willits:	25	Los Angeles:	520
Williams:	79	Sacramento:	148

Climate



Unlike many other cities close to the coast, Ukiah is relatively fog-free. This fact, coupled with warm days and cool evenings, gives Ukiah an ideal climate for those who want four seasons but don't want extreme temperatures. Summer temperatures are regularly in the mid-90s with cooling in the evenings. Winter temperatures are in the 50s with lows in the 30s-40s. Average total annual rainfall is approximately 38.5 inches a year.

Population

Ukiah has experienced slow population growth with only a 1% increase between 2004 and 2014. As of January 01, 2021, the population of Ukiah proper was 15,526. Like many communities throughout the region, this down from a peak of 16,081 in 2018, with the loss attributed to numerous wild-fires in recent years and a moderately-high affordability index. According to the 2019 Census data, per capita income in the city was \$28,282 with an average household income of \$50,207. Approximately 21.7% of its population lived below the poverty level versus 15.3% statewide. As to higher education, 18.2% of the residents have a bachelor's degree or higher. As to age, 24.8% of the population is under 18 years versus 14.5% 65 years and over.

CITY/NEIGHBORHOOD DESCRIPTION

Industry Employment

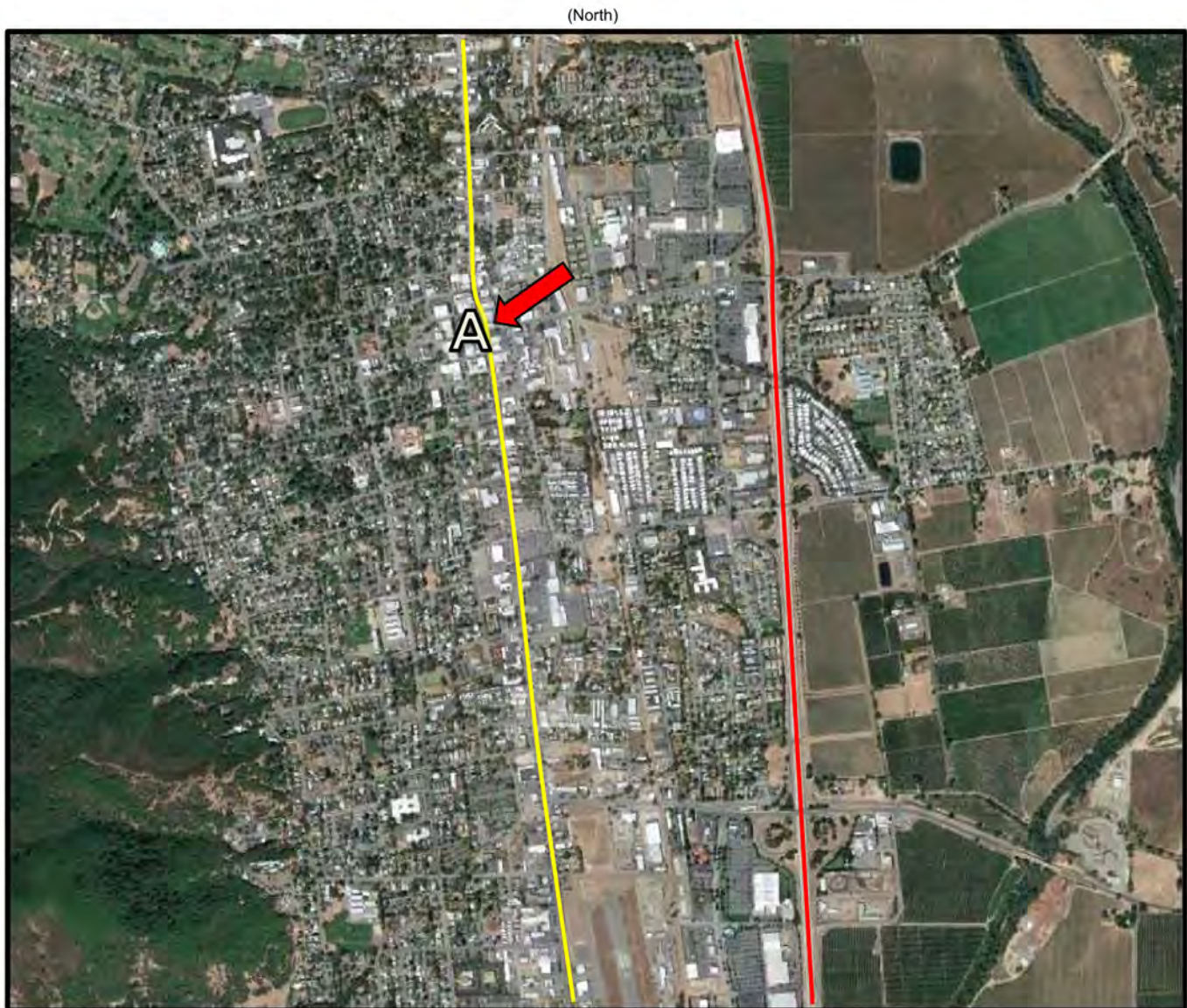
Industry employment in Ukiah and the surrounding area is mixed with government, retail & service, manufacturing, and timber industry workers. Agriculture also plays a role in the employment for the area; industries include wineries, vineyards, pear orchards and wood products. Ukiah is the largest producer of Bartlett pears in the world, and has large packing and export operations in support of this crop. The number of small non-agricultural types of manufacturers and service industries continue to rise while timber industry activities are in decline. As with many rural communities, State and local government agencies also constitute a significant part of local employment.

Housing

Overall, housing in the Ukiah area is mixed with older individual construction homes and newer suburban-type developments. As of January 01, 2021, there were 6,664 housing units in the city, of which 60% (4,023) were single-family residences (both attached and detached), 441 were mobile homes, and the remainder comprised of multi-family residential properties. The housing vacancy rate at that time was 6.5% versus a countywide vacancy of 13.3%.

CITY/NEIGHBORHOOD DESCRIPTION

Neighborhood Description



(GoogleEarth, dated 08/17/2013. Keith Sablik, MAI)

The subject (arrow) is located west of US 101 (red line) in the heart of Ukiah's central business district (A). Its immediate neighborhood is defined by the intersection of Perkins St and State St, radiating outward by one-block in all directions. Land use in the downtown core is comprised of approximately 50% retail, 25% office and 25% residential.

The city has maintained a small-town atmosphere highlighted by its traditional "main" street corridor (State St – yellow line). The downtown has many distinctive turn-of-the-century buildings which have been successfully converted into retail uses at street level and office/studio space above. Perimeter uses west of the downtown are primarily single-family residences, while those to the east are a combination of commercial and light industrial uses.

CITY/NEIGHBORHOOD DESCRIPTION

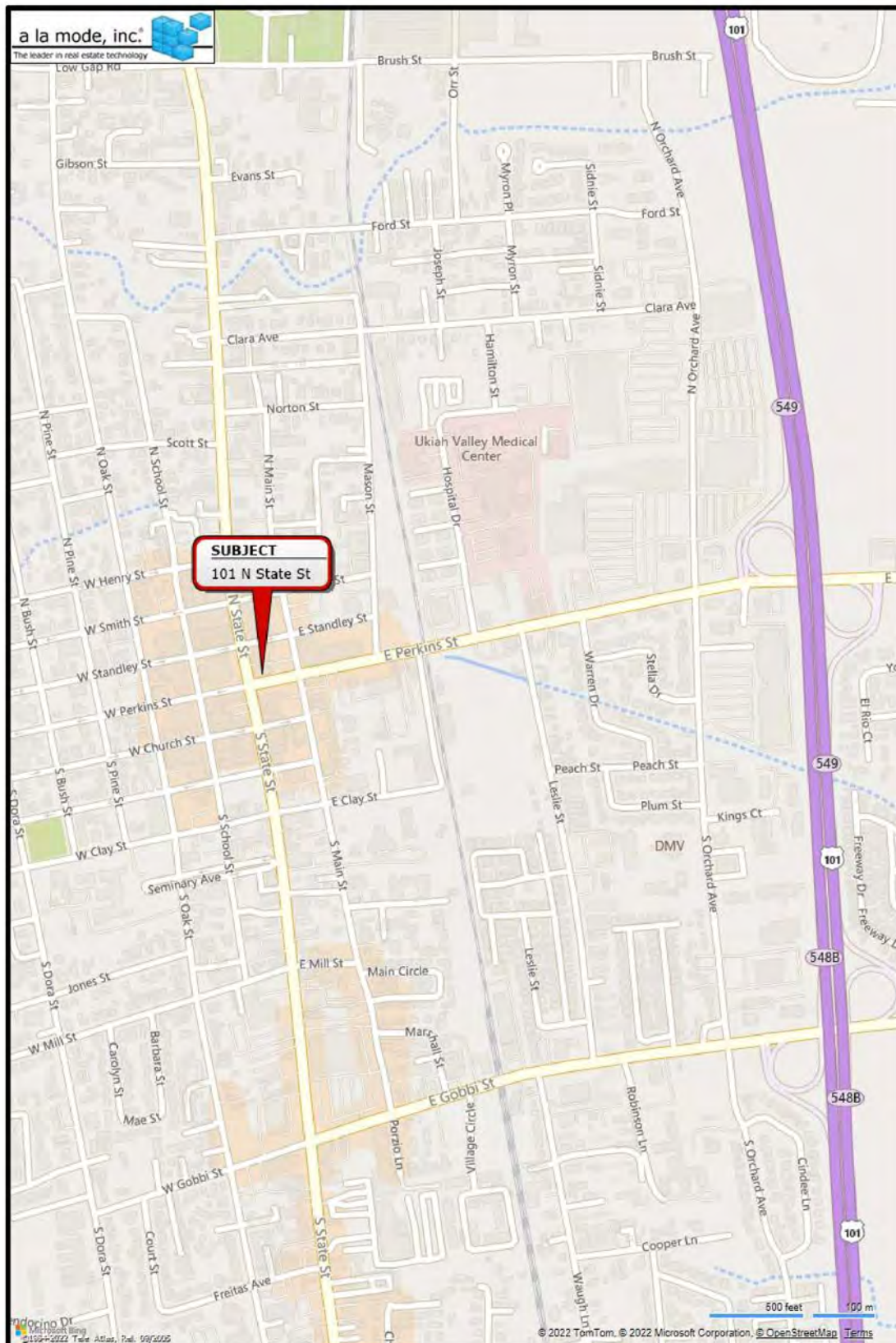
Most commercial activity is concentrated along State St and Perkins St. The former is the only major commercial corridor through the city. Within the downtown core, most uses range from small single-tenant structures to two-story multi-tenant buildings. Many were developed in the late-1800s to early-1900s and are of generally average to good-average quality. Design/appeal varies from fair to good, with those that have retained their vintage architecture retaining the greatest appeal. Most properties display average maintenance levels.

In addition to the above, several small- to medium-size retail centers are clustered just west of the freeway, running the entire length of the city. These provide the major shopping opportunities for the local populace, as well as, surroundings area of Mendocino and Lake Counties. In general, the centers range from average to good-average quality and appeal, with a similar range of condition levels.

Light-industrial activity is largely concentrated west of the freeway and east of State St. In general, the segment is comprised of fair to average quality single- and multi-tenant properties developed from the mid-1900s onward. Most are of fair-average design/appeal and display average maintenance levels.

Overall, subject's location has good appeal to the retail market due to the high visibility and strong cumulative attraction of the downtown core.

CITY/NEIGHBORHOOD DESCRIPTION: Location Map



SITE DESCRIPTION

<u>Site Summary:</u>	
Assessor's Parcel Number	002-228-05
Street Address	101 N State St
	Ukiah, CA 95482
Site Area	18,334 sf (0.42 acre)
Shape	L-shaped
Topography	Level
Street Frontage	40' on the east side of N State St, 200' on the north side of E Perkins St and approximately 77' on the west side of N Main St.
General Plan Land Use	Commercial
Zoning	DC: Downtown Core Zone
Flood Hazard	FEMA map reference #06045C1514F, Zone X (areas determined to be outside the 0.2% annual chance floodplain), dated 06/02/2011
Earthquake Hazard	Per the California Dept. of Conservation's <u>California Geological Survey</u> , the property is situated in the Ukiah Quadrangle, but is not located on a known fault.
Environmental Hazard	Per the State Water Resource Control Board's Geotracker website, there are 17 environmental hazard sites identified within a 1,000' radius of the subject. Sixteen are marked completed-case closed; one is open under remediation. There are no known or noted environmental hazards at the property.
Utilities	Municipal water & sewer provided by the City of Ukiah; gas & electricity provided by PG&E; trash collection by Waste Management; telecommunication services provided by a variety of private carriers.
Drainage	Appears adequate

SITE DESCRIPTION

Present Use	<i>Single-tenant office</i>
Easements	<i>An easement for underground communication facilities is cited in the preliminary title report After review of the title report, it is the appraiser's opinion there are no known or noted adverse easements at the subject that would impact its use or value.</i>
Off –Site Improvements	<i>Illuminated, asphalt streets w/ concrete curbs, gutters, & sidewalks</i>
Soils	<i>No soils study has been reported; soils appear adequate to support existing use; no soil contamination apparent from initial inspection.</i>

Overview

The subject parcel is identified as APN: 002-228-05 and is commonly referenced as 101 N State St. It is a street-to-street parcel situated on the northeast corner of N State St & E Perkins St and the northwest corner of N Main St & E Perkins St, within the city's downtown core. State St is the city's primary north/south commercial corridor, while Perkins St is the main east/west arterial roadway to and from the downtown and the freeway. Main St is a secondary north/south roadway. At the subject, all are fully improved 2-lane, asphalt streets with concrete curbs, gutters, sidewalks and street lights. Unmetered, but timed parallel parking is allowed on State St and Main St. At the subject, there is no on-street parking along Perkins St.

The subject maintains 40' on the east side of N State St, 200' on the north side of E Perkins St and approximately 77' on the west side of N Main St. Traffic volume at the subject is moderate along State St and Perkins St; light along Main St. Based upon its frontage and traffic volume, the subject has good visibility.

Per public records, this is an 18,334-sf (0.42-acre) parcel. It is an L-shaped corner lot with level topography throughout. Landscaping includes numerous trees and shrubs along the street frontages. Additional site improvements include full public utilities, grading and an asphalt parking lot with striped-parking for 20 vehicles. For its downtown location, the latter produces a much-better-than-average parking ratio of 4.40 spaces per 1,000 sf of gross building area (GBA). Subject's 0.25 floor-area-ratio (FAR), based upon a gross building area of 4,541 sf, is also better-than-average for the downtown core.

Based upon the attributes cited above, the subject has good site utility and appeal.

SITE DESCRIPTION

Land Use and Zoning

The property resides within a Commercial land use designation under the city's existing General Plan. Specifically, it is zoned: **DC: Downtown Core Zone**. The following excerpt is taken from the city planning department's web site:

The DC Zone allows for the highest density and intensity of development with a wide variety of commercial uses and residential uses located in mixed-use buildings. A tight network of walkable blocks, regularly spaced street trees and buildings set at the frontage line.

The regulation emphasizes a broad range of retail, office and residential uses (the latter as part of a mixed-use development).

Development standards under the DC zoning include:

1. *Residential Density:*
 - a. *Minimum: 15 units/gross acre*
 - b. *Maximum: 28 units/gross acre*
2. *Minimum lot size:*
 - a. *Interior: 2,500 sf*
 - b. *Corner: 3,000 sf*
3. *Lot Dimensions:*
 - a. *Width: 30' minimum*
 - b. *Depth: 70' minimum*
4. *Lot Coverage: 90% maximum*
5. *Building Setbacks:*
 - a. *Front: 0'*
 - b. *Front w/ sidewalk café/shop front: 12' maximum*
 - c. *Side: 0' to 6' maximum*
 - d. *Rear: 6' minimum*
 - e. *Rear, corner lot, no alley: 6' maximum*
 - f. *Rear w/ alley: 14' from center line*
6. *Building Height Limits: 2-stories minimum; 4-stories maximum*
7. *Number of Buildings: 1*
8. *Parking:*
 - a. *Retail and Office: 1 space per 300 sf of gross floor area*
 - b. *Restaurant: 1 space for every 3 seats, with a minimum of 4 spaces; plus an additional space for each two employees at maximum shift*
 - c. *Residential: 1 space per dwelling unit*

Based upon these regulations, the subject parcel and office use are legal and conforming to the DC zoning.

SITE DESCRIPTION

Flood Hazard

101 N State St, Ukiah, CA 95482-4485, Mendocino County			
APN: 002-228-05-00 CLIP: 5536493972			
FLOOD MAP			
Flood Zone Code	X	Community Name	Ukiah
Report Date	04/26/2022	Special Flood Hazard Area (SFHA)	Out
Flood Zone Panel	060186-06045C1514F	Within 250 feet of multiple flood zone	No
Panel Date	06/02/2011		
Flood Code Description	Zone X-An area that is determined to be outside the 100- and 500-year floodplains.		

Subject is located in FEMA map reference #06045C1514F, Zone X (areas determined to be outside the 0.2% annual chance floodplain), dated 06/02/2011.

The property is not located in a FEMA-designated flood-hazard area.

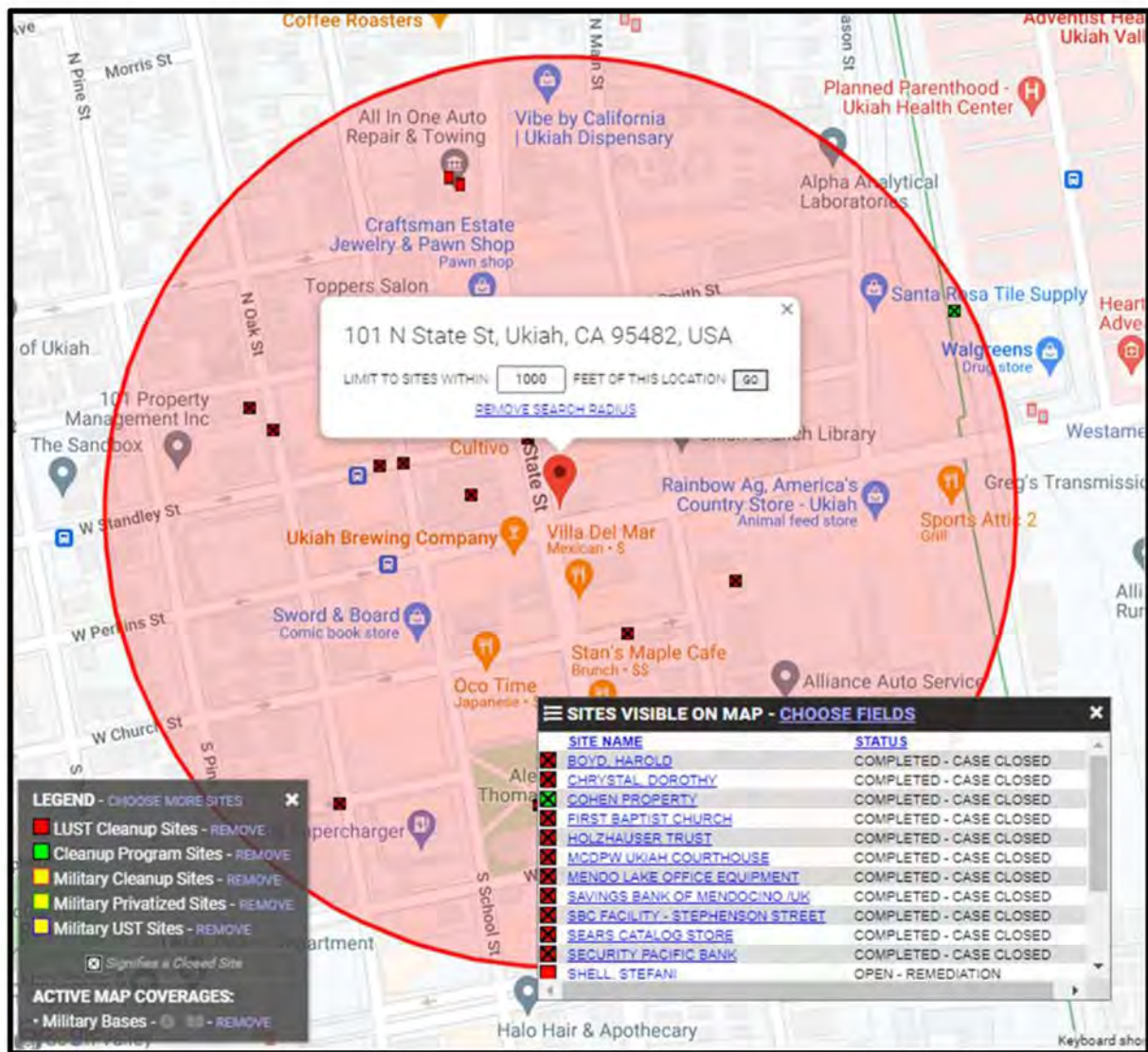
Earthquake Hazard

Per the California Dept. of Conservation's California Geological Survey, the property is located in the Ukiah Quadrangle, but is not situated on a known fault zone.

In general, much of California is traversed by numerous faults – including many as-yet-known – that produce frequent and sometimes notable seismic activity. The proximity to a fault has proven to have little or no impact upon an area's marketability; though it may trigger additional building requirements to mitigate damage from an earthquake.

SITE DESCRIPTION

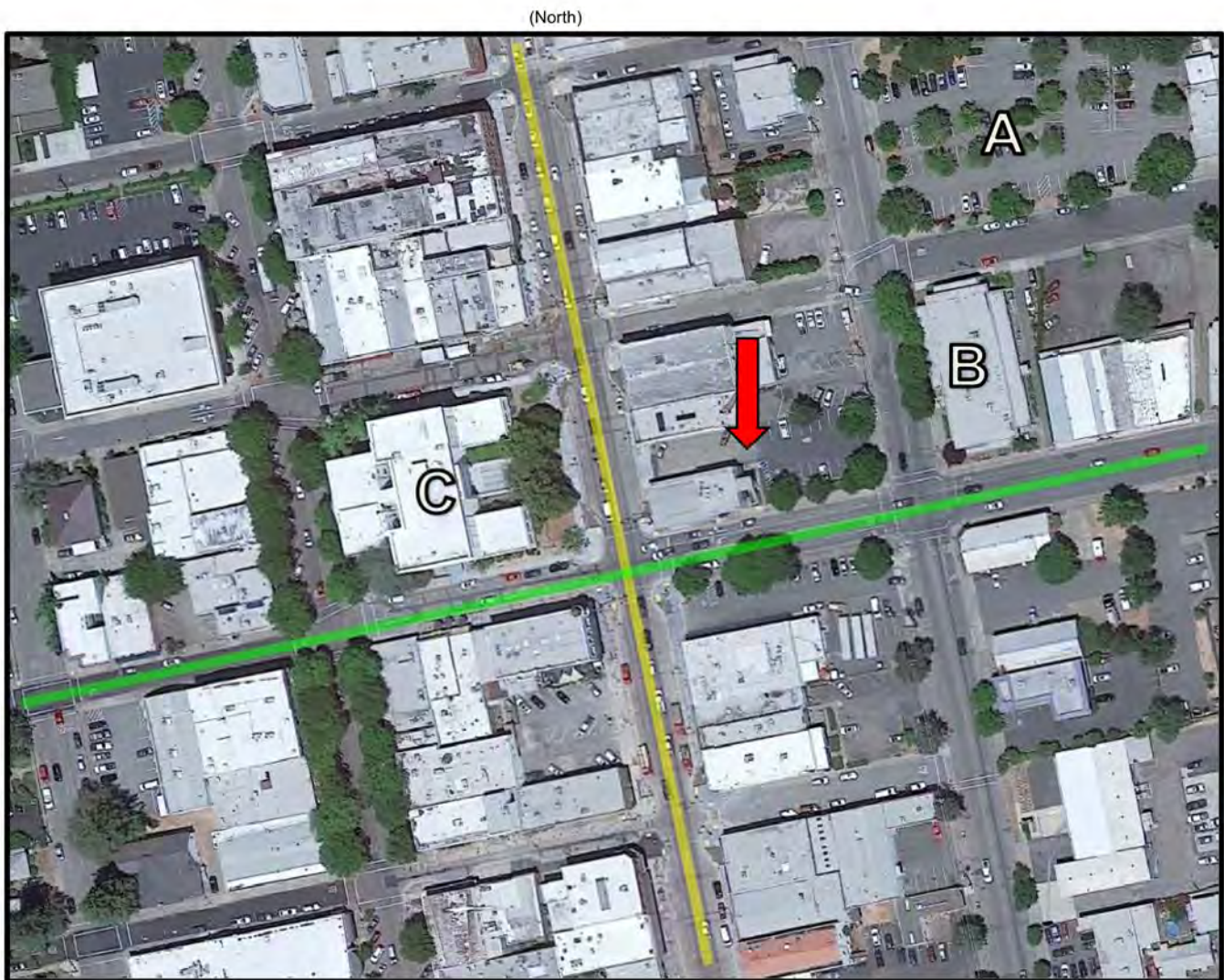
Environmental Hazard



Per the State Water Resource Control Board's Geotracker website, there are 17 environmental hazard sites identified within a 1,000' radius of the subject. Sixteen are marked completed-case closed; one is open under remediation.

Though it is noted the appraiser is not an expert in the detection of such matters, a cursory inspection finds no known or noted environmental hazards at the subject.

SITE DESCRIPTION: Aerial Photograph



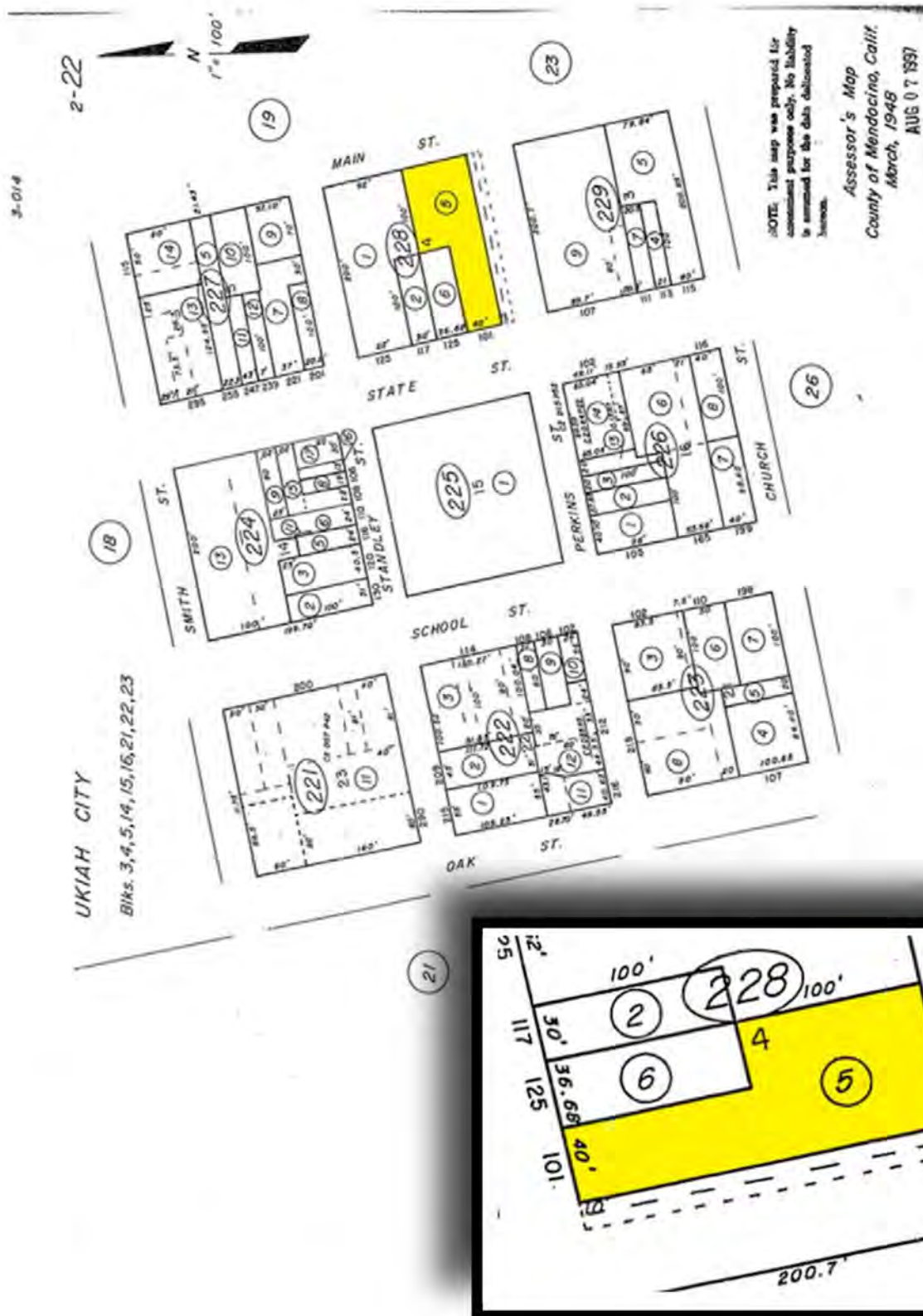
(GoogleEarth. Date 06/02/2021. Keith Sablik, MAI)

Subject is identified by the red arrow. Adjacent and nearby uses include commercial properties to the north and south; a public parking lot (A) to the northeast; a public library (B) to the east; and the Mendocino County Courthouse (C) to the west.

Vehicular access to and from the property is via State St or Main St.

The subject is situated at the intersection of two major arterial roadways – State St (yellow line) and Perkins St (green line) – in, which forms the center of Ukiah's downtown core. The high visibility afforded the subject is a significant contributor to its good location appeal.

SITE DESCRIPTION: Assessor's Parcel Map



IMPROVEMENT DESCRIPTION

<u>Building Summary:</u>	
Type	<i>Two-story, single-tenant office building</i>
Gross Building Area	<i>4,541 sf</i>
Year Built	<i>Circa 1950s</i>

<u>Construction Detail:</u>	
Foundation	<i>Concrete slab</i>
Construction Type	<i>Masonry (concrete block)</i>
Roof Covering	<i>Built-up composition (not visible – estimated from aerial images)</i>
Siding	<i>Concrete block</i>
Windows	<i>Single-pane, aluminum sash & wood case</i>
Interior Walls	<i>Finished sheetrock, concrete block & corrugated metal panels</i>
Ceiling	<i>Finished sheetrock, acoustic tile & acoustic drop-panel ceilings (8' to 12')</i>
Floor Coverings	<i>Granite tile, carpet, vinyl plank, linoleum tile, & polished concrete</i>
HVAC	<i>Multiple roof-mounted HVAC units are noted in aerial images, providing warmed/cooled air to the building</i>
Lighting	<i>Fluorescent, cannister & track lighting units</i>
Plumbing Fixtures	<i>Standard grade (two 2-fixture restrooms & break room)</i>
Electrical	<i>Standard grade</i>
Insulation	<i>Unknown</i>
Security	<i>Standard locks & alarm system</i>
Other	<i>52-sf storage that functions as the base for the exterior staircase and 104-sf balcony/landing</i>

IMPROVEMENT DESCRIPTION: Building Sketch

SKETCH



Second Floor



First Floor

Sketch by Apex Sketch:

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
GBA1	First Floor	1.0	3101.0	235.8	3101.0
GBA2	Second Floor	1.0	1439.8	177.0	1439.8
OTH	Storage	1.0	52.0	29.0	52.0
P/P	Balcony	1.0	104.0	42.0	104.0

Net BUILDING

cnt

2

(rounded)

4,541

IMPROVEMENT DESCRIPTION



Improvement data was obtained from a physical inspection of the interior and exterior of the property on April 26, 2022. Building areas are calculated by an automated sketch program (Apex IV) based upon measurements taken during the inspection.

The subject is improved with an average quality, two-story, single-tenant office building estimated to have been constructed circa 1950s. Its design has no significant architectural detailing, as is common of the era, and has average appeal to the market.

The structure has a gross building area of 4,541 sf and is 100% efficient. Construction is masonry (concrete block) over a concrete slab foundation. Exterior materials include concrete block siding; built-up composition shingle roof (not visible – estimated from aerial images); and single-pane, aluminum sash & wood case windows.

The building is currently 100% occupied by the owner in the operation of a real estate brokerage firm. It is possible, however, for it to function as a dual-tenant building with the restrooms functioning as a common area to the two suites.

As utilized current, the floor plan includes a first-floor reception/waiting area, large and small open-office areas, two private offices, conference room, break room, stairwell and two 2-fixture restrooms. The second-floor includes three private offices, open-office floor space and a storage room.

The floor plan functions well with no noted obsolescence in its design.

IMPROVEMENT DESCRIPTION

Interior materials include finished sheetrock, concrete block & corrugated metal-panel walls; 8' to 12' finished sheetrock, acoustic tile & acoustic drop-panel ceilings; granite, carpet, vinyl plank, linoleum tile & polished concrete floors; fluorescent, track & cannister lights; and multiple roof-mounted HVAC units (per aerial images) providing warmed/cooled air to the building. Security measures include standard door locks and an alarm system.

A small storage shed is located to the rear of the building and functions as the base for an external staircase and the second-floor balcony/landing.

The property has had much updating within the past ten years, including most recently new paint, floors and bathroom remodels. Overall, the property appears to be very well maintained and is in good condition with no apparent major repairs needed at the time of inspection.

The actual age of the improvements is estimated to be approximately 70 yrs with an effective age of 10 yrs. Based upon a 50-yr economic life (Marshall Valuation Service cost index depreciation tables: Offices, Average, Class C), the building has an anticipated remaining economic life of 40 yrs

MARKET ANALYSIS

Office Trends

The subject is located in Northern California in Mendocino County – a largely rural county whose main industries are government service, retail, agriculture and tourism. Specifically, the subject is located in the downtown core of the incorporated city of Ukiah – the largest city in the county and home to the county seat. The city's commercial markets – retail and office – are of moderate size with the both sectors largely serving the local populace.

National and local markets in nearly all industries have recovered from the recent recession, which was rooted in the collapse of the housing market in 2005/2006. Rising mortgage defaults subsequently triggered a collapse within the financial markets by the summer of 2008, cementing it as the country's worst recession since the 1930s.

The recession's impact upon unemployment figures was significant within Mendocino County. Vacancy levels, elevated in the early 2000s because of the softening economy attributed to the events of September 11, 2001 and the dot-com bust, declined by mid-decade as the local economy benefited from an overall improvement of economic conditions on both the local and national levels. By 2006-2007, however, the evolving collapse of the residential real estate market was starting to be felt in unemployment numbers, which began to climb from low 5%-levels. The 2008 collapse of the financial markets and economic recession resulted in a peak county unemployment rate of 11.3% in 2010. Since then, the rate steadily improved to a 2019 average rate of 4.0%.

In April 2020, unemployment increased dramatically to 15.4% in the county (16.1% in California), reflecting the on-set of the covid-19 pandemic and its devastating impact on short-term unemployment figures due to government mandated business closures and shelter-in-place orders. By the end of 2020, the unemployment rate averaged 8.9%. Since then, the advent of multiple vaccines has allowed businesses to re-open on a restricted basis, resulting in a decrease in the rate to 6.2% in 2021. It is anticipated, however, that unemployment rates will remain above recent lows through the current year.

MARKET ANALYSIS

CoStar is reporting a Q1-2022 office base of 416,012 sf for Ukiah, with a vacancy rate of 2.56% on 10,657 sf. Countywide, there is a total base of 652,136 sf with a Q1-2022 vacancy rate of 4.16% on 27,157 sf. Ukiah accounts for 63.8% of the countywide office space and 39.2% of the total vacancy, indicating it is performing above market expectations relative to its size.



Vacancy rates trended upward during the recession and immediately thereafter, with a downward trend commencing by 2014 as was typical of most markets. By 2019 vacancy levels had begun to climb, likely reflecting an anticipated cyclical slowdown in the economy. This trend rapidly accelerated in 2020 with the on-set of the pandemic. As vaccine rates climbed and government-mandated restriction eased in the first half of 2021, vacancy rates began to decline. It is forecasted some instability in the market will continue over the next year due to the on-going fluctuations of the pandemic and its adverse impact upon the economy.

One aspect that has come to light over the past two years is the decline in demand for large office space. The proven viability of mass telecommuting during the pandemic has allowed many large companies to re-think their office space requirements, with many shifting to full-time telecommuting or a hybrid work environment (employees working remotely with limited days in office) that demand less office space.

MARKET ANALYSIS

Corresponding to the rise and fall of vacancy rates, lease rates in the Ukiah market followed an inverse path as seen in the following chart (CoStar).



Lease rates declined 20%-plus during- and post-recession, excluding owner concessions which increased (free rent and/or allowances) over the same period. At their lowest point in recent years, office lease rates fell to an average of \$1.37/sf in Q3-2012. Improving economic conditions and vacancy rates in the interim years resulted in a Q1-2022 average of \$1.84/sf, marking a 34.3% increase from its recessionary low. Currently, lease rates range from NNN to full service with most falling between \$1.00 to \$2.00 per square foot. The typical lease includes some provisions for tenant improvements and/or free rent; though the degree of concessions/allowances has diminished in light of the improving market conditions. Most include annual rent adjustments (either flat or tied to CPI) and at least one renewal option.

A continued slow decline in large office space leasing is forecasted over the coming year due to the pandemic shift in the work-force environment.

MARKET ANALYSIS

Capitalization rates for office space throughout Mendocino County spiked during the recession, climbing to a high of 10.0% in Q3-2009. As seen in the chart, rates slowly returned to stabilized levels in the mid-7.00% range by 2017.



Mild fluctuations of the capitalization rates occurred through 2019, at which point a slight, but upward trend began with early recession concerns followed by the on-set of the pandemic. As of Q1-2022, countywide capitalization rates are at 7.49% with a stable-to-slight upward trend anticipated over the next couple of years – again, specifically related to large-office market environment.

MARKET ANALYSIS

With the recession, office market values saw declines of 30%-plus since their peak in 2007 with increased marketing periods observed in the face of limited buyers and tightening credit. Post-recession, positive signs within the market included a steady, low unemployment rate, increases in leasing activity, and rising lease rates, resulting in upward pressure upon property values. Ukiah's office market values responded favorably to this environment, rising to an average price/sf of \$196/sf by Q1-2022 – a 115.4% increase over Q4-2009's low of \$91/sf.



Overall, the Ukiah office market had benefitted from strong consumer confidence levels, low unemployment rates, and a positive business environment. By late 2019, signs of a softening of the market had surfaced, with many analysts warning that the overall economy was due for a correction after an extended, post-recession period of growth; and that the then-environment was fragile and could falter in light of concerns over national & international debt levels, continued unrest/fighting in the world, a lack of confidence if government leaders, and/or a worsening of unemployment figures.

In early 2020, this environment was exacerbated by the on-set of the world-wide pandemic. Most communities and many industries were initially, severely depressed by the evolving, on-going threat of the covid-19 (corona) virus pandemic and government-enacted mandates to curb transmission. As vaccines became commonly-available by early 2021, easing of social-distancing mandates alleviated the financial distress amongst some, but not all industries.

Still, many businesses remain under some form of financial stress. The longer this pandemic-driven market environment continues the greater potential for failure amongst some of these businesses, which in turn could have an adverse impact upon specific real estate segments, as well as to the overall economy and corresponding employment rates.

Small, owner-occupied office space has proven relatively stable within the current environment and are anticipated to fare better than their larger counterparts in the coming years.

HIGHEST AND BEST USE ANALYSIS

Highest and best use is defined as:

The reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.*

To determine the highest and best use, the appraiser needs to complete the following analysis:

1. What are the possible physical uses of the site?
2. What legal restrictions or limitations are being imposed as a result of zoning and/or deed restrictions?
3. What uses would feasibly produce the highest present value for the site?
4. What is the highest and best use from among the feasible uses?

*Taken from the Dictionary of Real Estate Appraisal, 4th Edition, 2002, Appraisal Institute

HIGHEST AND BEST USE: As If Vacant:

Legal Permissibility – The property resides within a Commercial land use designation under the city's existing General Plan. Specifically, it is zoned: **DC: Downtown Core Zone**. The regulation emphasizes a broad range of retail, office and residential uses (the latter as part of a mixed-use development).

The subject parcel is legal and conforming to regulations.

Physical Possibility – The physical characteristics of the site appear to be adequate for any of the allowable uses cited above. Topography is level; drainage appears to be adequate; public utilities are available; soil type appears to be adequate based on surrounding development; and, the subject is not located in a known earthquake or flood hazard zone.

Financial Feasibility – The subject is situated at the main intersection of two arterial roadways in the heart of the city's downtown core. It is an area of retail and office uses, with residences located mostly on the western edge. The broad market area has average residential appeal and good-average to good commercial appeal. A single-or multi-tenant retail or office use catering to locals would best meet the demand for such activity in the neighborhood. In today's market, however, development costs often exceed market values due to the latter's recessionary decline, making most new projects unfeasible.

Maximal Productivity – The maximally productive use of the site is a single- or multi-tenant commercial building conforming to development standards imposed under the zoning regulation. Current economic conditions, however, make such a development financially infeasible, resulting in the immediate highest and best use as hold-as-vacant land in the interim.

HIGHEST AND BEST USE: As Improved

Legal Permissibility – The property resides within a Commercial land use designation under the city's existing General Plan. Specifically, it is zoned: **DC: Downtown Core Zone**. The regulation emphasizes a broad range of retail, office and residential uses (the latter as part of a mixed-use development).

The subject property is developed with a two-story, single-tenant office building and is conforming in both its site and use to current zoning regulations.

Physical Possibility – The structure is configured for single-tenant office occupancy, but may also be adapted to a dual-tenant use. It is ill-suited to any other use without significant renovation cost; though the number of suites is flexible.

Financial Feasibility – Three options are considered under financial feasibility: leave the property as-is, modify it, or demolish it. The latter is supported with the underlying land value less demolition costs exceeds the value as improved. In today's market, subject's land value does not exceed its value as-improved, precluding the option of demolition.

Subject's existing office use increases the productivity of the site. As improved, it is financially feasible at this time.

Maximal Productivity – The subject's existing use as a multi-tenant office property is identified as the most productive considering the legal, physical, and financial aspects of the property.

METHODS OF VALUATION

In the appraisal of real estate, there are three separate appraisal methods that are customarily utilized for the purposes of determining the value of a given property. The nature of the property determines which one or more of these methods is utilized and which receives the greatest emphasis in the reconciliation.

The value concluded via the **cost approach** is comprised of two components: the value of the underlying land as if vacant and available for development and the estimate of the reproduction or replacement cost of the improvements. This method typically receives the greatest emphasis when valuing special purpose or newer properties for which reliable construction costs can be determined. Limited land sales erode the reliability of this method, as does the difficulty in accurately assessing all forms of depreciation. Furthermore, the typical investment buyer within the segment will place much greater weight on the sales comparison and income approaches. The cost approach, though considered, is not utilized in this report in the determination of market value.

The **sales comparison approach** requires several distinct steps. The appraiser must first identify recent sales of similar type properties in the competing market place. These sales must then be confirmed and qualified to determine that they represent "arm's length" transactions with no unusual conditions attached. The resulting data must then be compared with the appraised property and supportable adjustments must then be made for any significant variances. The final step is then to correlate the adjusted data to provide an indicated market value for the subject. The approach is essential in the process of appraisal for most real property. This approach is given much consideration by market participants and is utilized within this appraisal.

Value via the **income approach** can be determined through the use of direct capitalization or yield capitalization (discounted cash flow) analysis. The former requires the appraiser first determine the economic income capable of being generated by the subject, commensurate with its highest and best use. A stabilized pro-forma operating statement is developed based on this economic income and the anticipated operating expenses required to secure the stabilized income stream. This anticipated net operating income is then converted to value estimate via a capitalization rate determined derived from the market. Both methods are given much considered by participants within subject's market segment.

Direct capitalization is utilized in the appraisal of the subject property.

SALES COMPARISON APPROACH

The sales comparison approach is defined as:

A set of procedures in which a value indication is derived by comparing the property being appraised to similar properties that have been sold recently, then applying appropriate units of comparison and making adjustments to the sale prices of the comparables based on the elements of comparison.²

Traditionally, an estimate procedure in which the market value estimate is predicated upon the price paid in actual market transactions with current listings setting the upper limits of value. It is a process of analyzing sales of similar recently sold properties in order to derive an indication of the most probable selling price for the subject property under the conditions set forth within the appraisal report. The reliability of this process is dependent upon:

1. the availability of comparable data
2. the verification of that data
3. the degree of comparability and the extent of necessary adjustments for the differences
4. the absence of non-typical conditions affecting the sales price of the properties.

The following pages summarize the sales used in this approach to value. In turn, they are followed by a quantitative comparison analysis and the final estimate of value derived from this approach.

As is typical of market participants, a price-per-square foot unit of comparison is utilized.

² The Dictionary of Real Estate Appraisal 4th Edition, Appraisal Institute

SALES COMPARISON APPROACH



Comparable #1

Address	101 N State St Ukiah, CA
Sale Price	\$684,500
Price/SF	\$150.74
Date of Sale	02/22/2019
Document #	19-02031
Lot Size	18,334 sf
Year Built	Circa 1950s
Construction	Masonry
Quality/Appeal	Average
Condition	Good-Average
Gross Building Area	4,541 sf
FAR	0.25
Interior Build-out	Office
Parking	20 spaces
Seller	Todd Schapmire Jr., et al
Buyer	Southport Land & Commercial Co.
Data Sources	CoStar/Inspection/Public Records

Comments: This is the most recent purchase of the subject property, which was in good-average condition at the time of sale. Since its purchase, the property has received various updates, elevating its condition rating to good.

SALES COMPARISON APPROACH



Comparable #2

Address	201 N State St Ukiah, CA
Sale Price	\$600,000
Price/SF	\$146.34
Date of Sale	03/15/2022
Document #	22-03429
Lot Size	2,614 sf
Year Built	1950
Construction	Wood Frame
Quality/Appeal	Average
Condition	Good
Gross Building Area	4,100 sf
FAR	1.57
Interior Build-out	Office/Residential
Parking	2-car garage
Seller	Stephens Pano Living Trust
Buyer	Kenneth Allen Trust
Data Sources	CoStar/Public Records

Comments: Sale of an average quality/appeal, two-story, dual-tenant, mixed-use building with ground-floor office and upper-floor apartment – the latter also suited to office usage. The property is located on an arterial roadway (subject's street) in downtown Ukiah. The wood frame building was constructed in 1950 and was in good condition at time of sale.

SALES COMPARISON APPROACH



Comparable #3

Address	390 W Clay St Ukiah, CA
Sale Price	\$460,000
Price/SF	\$175.57
Date of Sale	09/30/2021
Document #	21-14808
Lot Size	18,235 sf
Year Built	1947
Construction	Masonry
Quality/Appeal	Average
Condition	Average
Gross Building Area	2,620 sf
FAR	0.14
Interior Build-out	Office
Parking	6 spaces
Seller	Steve & Frank Liu
Buyer	Mendocino Co. Public Broadcast
Data Sources	MLS 8182657/Public Records

Comments: Sale of an average quality/appeal, dual-tenant office building located on a secondary street on the southern edge of downtown Ukiah. The masonry building was constructed in 1947 and was in average condition at time of sale; selling after 258 days on the market.

SALES COMPARISON APPROACH



Comparable #4

Address	290 E Gobbi St Ukiah, CA
Sale Price	\$795,000
Price/SF	\$145.50
Date of Sale	01/10/2020
Document #	20-00326
Lot Size	19,602 sf
Year Built	2004
Construction	Masonry
Quality/Appeal	Average
Condition	Good-Average
Gross Building Area	5,464 sf
FAR	0.28
Interior Build-out	Office
Parking	20 spaces
Seller	Walter Niesen
Buyer	Charlotte Burns
Data Sources	MLS 21803225/Public Records

Comments: Sale of an average quality/appeal, multi-tenant office building located on an arterial street south of downtown Ukiah. The masonry building was constructed in 2004 and was in good-average condition at time of sale; selling after 672 days on the market.

SALES COMPARISON APPROACH

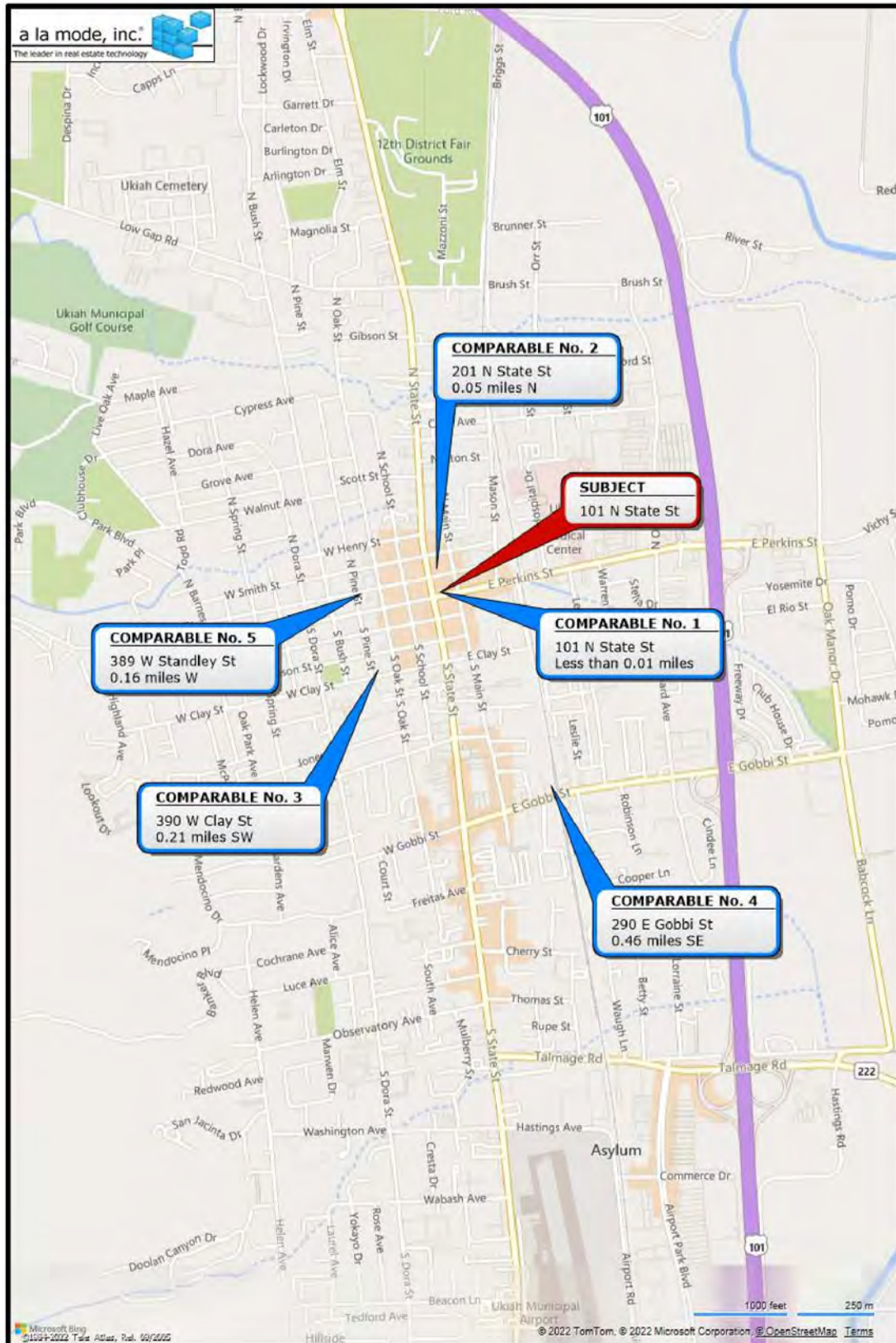


Comparable #5

Address	390 W Standley St Ukiah, CA
Sale Price	\$950,000
Price/SF	\$182.69
Date of Sale	02/04/2019
Document #	19-01395
Lot Size	13,504 sf
Year Built	1973
Construction	Wood Frame
Quality/Appeal	Average
Condition	Good
Gross Building Area	5,200 sf
FAR	0.36
Interior Build-out	Office
Parking	18 spaces
Seller	Rongey Family LP
Buyer	Mary Powis 2012 Trust
Data Sources	MLS 21902813/Public Records

Comments: Sale of an average quality/appeal, multi-tenant office building located on a secondary street on the eastern edge of downtown Ukiah. The wood frame building was constructed in 1973 and was in good condition at time of sale; selling after 3 days on the market. It last sold on 06/16/2016 for \$875,000. The current sale represents an 8.6% increase in value.

SALES COMPARISON APPROACH



SALES COMPARISON APPROACH

	Subject	Comparable 1	Comparable 2	Comparable 3	Comparable 4	Comparable 5
Address	101 N State St	101 N State St	201 N State St	390 W Clay St	290 E Gobbi St	390 W Standley St
City	Ukiah	Ukiah	Ukiah	Ukiah	Ukiah	Ukiah
Data Source	Inspection Public Records	CoStar Inspection/Pbl Rcds	CoStar Public Records	MLS 8182657 Public Records	MLS 21803225 Public Records	MLS 21902813 Public Records
Gross Bldg Area	4,541	4,541	4,100	2,620	5,464	5,200
Site Size (sf)	18,334	18,334	2,614	18,235	19,602	13,504
FAR	0.25	0.25	1.57	0.14	0.28	0.39
Year Built	circa 1950s	Unknown	1950	1947	2004	1973
Construction Type	Masonry	Masonry	Wood Frame	Masonry	Masonry	Wood Frame
Quality/Appeal	Average	Average	Average	Average	Average	Average
Condition	Good	Good-Average	Good	Average	Good-Average	Good
Parking Spaces	20	20	2-car garage	6	20	18
Interior Build-out	Office	Office	Office/Residential	Office	Office	Office
Date of Sale	N/A	02/22/2019	03/15/2022	09/30/2021	01/10/2020	02/04/2019
Doc #		19-02031	22-03429	21-14808	20-00326	19-01395
Exposure Time (days)		N/A	N/A	258	672	3
Sale Price		\$684,500	\$600,000	\$460,000	\$795,000	\$950,000
Sale Price/SF		\$150.74	\$146.34	\$175.57	\$145.50	\$182.69
Transactional Adjustments						
Property Rights	Fee Simple	Fee Simple	Leased Fee	Fee Simple	Leased Fee	Leased Fee
Adjusted Price		\$684,500	\$600,000	\$460,000	\$795,000	\$950,000
Financing	N/A	Conventional	Conventional	Conventional	Conventional	Conventional
Adjusted Price		\$684,500	\$600,000	\$460,000	\$795,000	\$950,000
Conditions of Sale	N/A	Typical of Mkt	Typical of Mkt	Typical of Mkt	Typical of Mkt	Typical of Mkt
Adjusted Price		\$684,500	\$600,000	\$460,000	\$795,000	\$950,000
Expenditures After Sale	N/A	N/A	N/A	N/A	N/A	N/A
Adjusted Price		\$684,500	\$600,000	\$460,000	\$795,000	\$950,000
Market Conditions	Average	Similar	Similar	Similar	Similar	
Adjusted Price		\$684,500	\$600,000	\$460,000	\$795,000	\$950,000
Adjusted Price/SF		\$150.74	\$146.34	\$175.57	\$145.50	\$182.69
Property Adjustments						
Location	Good	Same	Similar	Inferior 5.0%	Inferior 5.0%	Inferior 5.0%
Quality/Appeal	Average	Same	Similar	Similar	Similar	Similar
Condition	Good	Inferior 5.0%	Similar	Inferior 10.0%	Inferior 5.0%	Similar
Size (sf)	4,541	Same	Smaller -2.4%	Smaller -10.6%	Larger 4.2%	Larger 3.2%
Interior Build-out	Office	Office	Office/Residential (see cmnts)	Office	Office	Office
Parking	Ample	Same	Inferior 4.0%	Inferior 3.0%	Similar	Similar
Total Adjustments		5.0%	1.6%	7.4%	14.2%	8.2%
Indicated Price/SF		\$158.28	\$148.68	\$188.56	\$166.16	\$197.67

SALES COMPARISON APPROACH

Overview

Comparable selection emphasized average to good-average quality/appeal, multi-tenant office buildings in the Ukiah market area, having sold from 2019-onward. Greatest consideration was given to properties in the downtown core, with gross building areas ranging in size from 2,500 sf to 10,000 sf.

The five closed sales utilized in the analysis are the best available indicators at this time, requiring the fewest adjustments. As is the practice of market participants, a price-per-square-foot unit of comparison is employed in the approach.

Comparable 1

This is the most recent purchase of the subject property in February 2019. Since its purchase, various updates have elevated the condition level from good-average to good; otherwise, there has been no other material change in the property or market values since its purchase.

The following comments pertain only to the four remaining indicators.

Market Conditions

The four sales occurred between February 2019 and March 2022. There has been no significant change in market values since their dates of sale, precluding the need for adjustment.

Location

The subject is situated on a major intersection of two arterial roadways in the heart of downtown Ukiah and has good location appeal. Comparable 2 is similarly situated one block to the north.

Comparables 3 and 5 are also located in the downtown core, though on the southern and eastern edges, respectively. Both are adjusted upwards for the inferior visibility of their secondary street locations.

Comparable 4 is located on a less-traveled arterial street south of the downtown core and is also adjusted for inferior visibility.

Quality/Appeal

The subject has average build quality and design/appeal attributes, as do all four indicators.

Condition

Good condition levels are observed on the subject and Comparables 2 and 5. The average and good-average condition levels of Comparables 3 and 4 are inferior to the subject and are adjusted accordingly.

SALES COMPARISON APPROACH

Size

The comparables are adjusted for size differences based upon the inverse relationship of size to price (i.e., larger properties typically sell for a lower price/sf and vice versa). At 4,541 sf, subject's gross building area falls between the comparables, which range in size from 2,620 sf to 5,464 sf. It is larger than Comparables 2 and 3; smaller than Comparables 4 and 5.

Interior Build-out

The subject is configured for general office use, as are all three of the four indicators. Comparable 2 is a mixed-use building with ground-floor office space and a single residential unit above – the latter can also be utilized as office space. Analysis finds no notable market difference between this configuration versus the subject's office-only build-out, therefore, no adjustment is required in the analysis.

Parking

Parking is evaluated on the basis of number of spaces relative to building size and use. Subject has much better-than-average on-site parking for the downtown and is superior to Comparables 2 and 3 in this regard. Comparables 4 and 5 include ample on-site parking, eliminating the need for adjustment.

Summary

The adjusted range of all five comparables is approximately \$150 to \$200 per square foot. As the most recent sale of the subject, significant weight is given to Comparable 1. The four remaining indicators are very good representatives of subject's market segment and are weighted accordingly.

In the final analysis and with much weight given to Comparable 1, the estimated value of the subject is based upon a midrange figure of **\$160/sf**.

$$4,541 \text{ sf} \quad @ \quad \$160/\text{sf} \quad = \quad \$726,560, \text{ rounded to } \$725,000$$

*The indicated value of the subject via the sales comparison approach is **\$725,000**.*

SALES COMPARISON APPROACH

Income Data and Ratios:

	Comparable 1	Comparable 2	Comparable 3	Comparable 4	Comparable 5
Fee Simple/Leased Fee	Fee Simple	Leased Fee	Fee Simple	Leased Fee	Leased Fee
Gross Potential Income	\$65,390	\$56,580	\$36,156	\$68,400	
Vac & Coll Loss%	5%	5%	5%	5%	
Effective Gross Income	\$62,121	\$53,751	\$34,348	\$64,980	
Operating Expenses	\$18,636	\$16,125	\$10,304	\$19,494	
Expenses/SF	\$4.10	\$3.93	\$3.93	\$3.57	
Expense Ratio	30%	30%	30%	30%	
Net Operating Income	\$43,485	\$37,626	\$24,044	\$45,486	
EGIM	11.02	11.16	13.39	12.23	
Overall Rate	6.35%	6.27%	5.23%	5.72%	5.60%

The above information is utilized in the derivation of market ratios, specifically in the calculation of overall rates of return (OAR). The reported capitalization rate at the time of sale is displayed on Comparable 5. Operating income reported at the time of sale is displayed on Comparable 4, along with forecasted expenses. Little or no income and expense data was provided for the remaining comparables. Forecasted data at the time of their sales are utilized in the analysis.

The comparables present a range of capitalization rates from 5.23% to 6.35%. Based upon current market conditions and the subject's location and physical attributes, a midrange capitalization rate of **6.00%** is applied to the property and utilized in the income approach found later in the appraisal.

INCOME APPROACH

The income approach is defined in the Dictionary of Real Estate Appraisal, 4th Edition, 2002 as:

A set of procedures through which an appraiser derives a value indication for an income-producing property by converting its anticipated benefits (cash flows and reversion) into property value. This conversion can be accomplished in two ways. One year's income expectancy can be capitalized at a market-derived capitalization rate or at a capitalization rate that reflects a specified income pattern, return on investment, and change in the value of the investment. Alternatively, the annual cash flows for the holding period and the reversion can be discounted at a specified yield rate.

The purpose of the income approach is to determine the present value based on future potential benefits of a property. This is generally measured by the net income which a fully informed person is warranted in assuming the property will produce during its remaining useful life. The property is compared with investments of a similar type and class and the net income is capitalized into a value estimate.

Value via the **income approach** can be determined through the use of direct capitalization or yield capitalization (discounted cash flow) analysis. The former requires the appraiser first determine the economic income capable of being generated by the subject, commensurate with its highest and best use. A reconstructed operating statement is developed based on this economic income and the anticipated operating expenses required to secure the stabilized income stream. The anticipated net operating income is then converted to value estimate via a capitalization rate determined derived from the market.

Direct capitalization is applied to the subject's forecasted income stream.

The following data illustrates competitive leases in the subject's market segment followed by a quantitative analysis and comments on the comparison. All lease rates are displayed as price/sf/month.

INCOME APPROACH: Comparable Lease Analysis



Lease Comparable #1:
189 S School St
Ukiah, CA

The indicator is part of an average quality/appeal, 6,901-sf, multi-tenant commercial building located on a secondary street in downtown Ukiah. The wood frame building was constructed in 2000 and was in good condition at the time of leasing.

An undisclosed tenant leased a 2,000-sf suite on September 15, 2021 for a 5-year term, at an initial rate of \$1.25/sf/gross. Additional terms of the lease 3% annual rate increases.

INCOME APPROACH: Comparable Lease Analysis



Lease Comparable #2:
154 E Gobbi St
Ukiah, CA

The indicator is an average quality/appeal, 1,300-sf, single-tenant office building located on an arterial street south of downtown Ukiah. The wood frame building was constructed in 1915 and was in average condition at the time of leasing.

Kobetz Realty leased the building on October 01, 2020 for a 3-year term, at an initial rate of \$1.15/sf/gross. Additional terms of the lease 3% annual rate increases.

INCOME APPROACH: Comparable Lease Analysis



Lease Comparable #3: 168 Washington Ave Ukiah, CA

The indicator is part of a good-average quality/appeal, 10,000-sf, multi-tenant commercial building located on an arterial street in Ukiah. The wood frame building was constructed in 2005 and was in good condition at the time of leasing.

Fidelity National Title Co. renewed a lease of 2,000-sf suite on January 01, 2021 for a 3-year term, at an initial rate of \$2.00/sf/full-service. Additional terms of the lease include 3% annual rate increases.

INCOME APPROACH: Comparable Lease Analysis

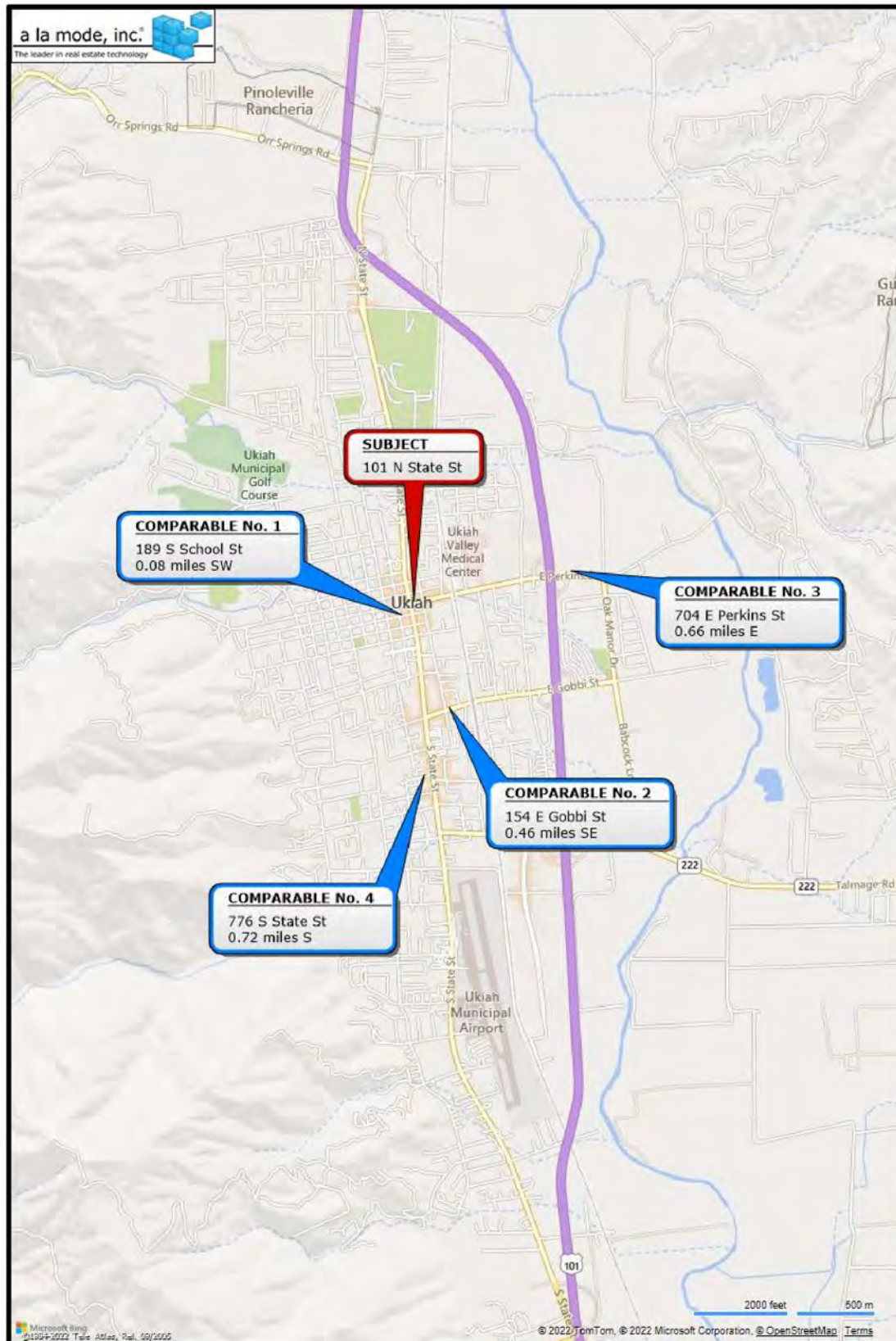


Lease Comparable #4:
776 S State St, Suite 107/112
Ukiah, CA

The indicator is part of an average quality/appeal, 14,674-sf, two-building, multi-tenant office property located on an arterial roadway (subject's street) south of downtown Ukiah. The wood frame buildings were developed in 1974 and were in average condition at the time of leasing

MCYP leased a 4,000-sf suite on August 30, 2019 for a 3-year term, at an initial rate of \$1.10/sf/gross. Additional terms of the lease include 3% annual rate increases.

INCOME APPROACH: Comparable Lease Analysis



INCOME APPROACH: Comparable Lease Analysis

	Subject	Comparable 1	Comparable 2	Comparable 3	Comparable 4
Address	101 N State St	189 S School St	154 E Gobbi St	704 E Perkins St, Ste. D	776 S State St, Ste. 107/112
City	Ukiah	Ukiah	Ukiah	Ukiah	Ukiah
Year Built	circa 1950s	2000	1915	2005	1974
Gross Building Area	4,541	6,901	1,300	10,000	14,674
Construction Type	Masonry	Wood Frame	Wood Frame	Wood Frame	Wood Frame
Quality/Appeal	Average	Average	Average	Good-Average	Average
Condition	Good	Good	Average	Good	Average
Parking Spaces	20	Off-site	12	27	55
Interior Build-out	Office	Office	Office	Office	Office
Date of Survey	Apr-2022	Apr-2022	Apr-2022	Apr-2022	Apr-2022
Tenant Name	Owner-occupied	(Not disclosed)	Kobetz Realty	Fidelity National Title Co.	MCYP
GRA (sf)	4,541	2,000	1,300	2,000	4,000
Date Signed		Sep-2021	Oct-2020	Jan-2021	Aug-2019
Term		5 yrs	3 yrs	3 yrs	3 yrs
Lease Type		Gross	Gross	Full Service	Gross
Rent/SF		\$1.25	\$1.15	\$2.00	\$1.10
Transactional Adjustments					
Type of Lease	0	Gross	Gross	Full Service (\$0.30)	Gross
Adj Rent/SF		\$1.25	\$1.15	\$1.70	\$1.10
Concessions	N/A	None	None	None	None
Adj Rent/SF		\$1.25	\$1.15	\$1.70	\$1.10
Market Conditions	Average	Similar	Similar	Similar	Similar
Adj Rent/SF	\$0.00	\$1.25	\$1.15	\$1.70	\$1.10
Property Adjustments					
Location	Good	Inferior 5.0%	Inferior 5.0%	(See Cmnts) Off-set	Inferior 5.0%
Quality/Appeal	Average	Similar	Similar	Superior -5.0%	Similar
Condition	Good	Similar	Inferior 10.0%	Similar	Inferior 10.0%
Size	4,541	Smaller -14.0%	Smaller -17.8%	Smaller -14.0%	Smaller -3.0%
Interior Build-out	Office	Office	Office	Office	Office
Parking	Ample	Inferior 5.0%	Similar	Similar	Similar
Total Adjustments		-4.0%	-2.8%	-19.0%	12.0%
Indicated Rate/SF		\$1.20	\$1.12	\$1.38	\$1.23

INCOME APPROACH: Comparable Lease Analysis

Overview

Comparable selection emphasized average to good-average quality office space within the Ukiah market area, having leased from 2019 onwards. Greatest consideration was given to properties in the downtown core, with gross building areas ranging in size from 2,500 sf to 10,000 sf.

Four executed leases are utilized in the analysis. They are the best available indicators at this time, requiring the fewest adjustments. As is typical of market participants, all leases are displayed as rate/sf/month. CAM/net charges, if applicable, are excluded from the displayed rates.

Type of Lease

A gross lease is common to the market and is forecast for the subject. Similar lease types are found on Comparables 1, 2, and 4.

The full-service lease of Comparable 3 incurs higher operating costs to the property owner, which typically translates into a higher lease rate. The indicator is adjusted downwards to equate it with a gross lease.

Market Conditions

The four leases were signed between August 2019 and September 2021. There has been no significant change in market rates since their signings, precluding the need for adjustment.

Location

The subject is situated on a major intersection of two arterial roadways in the heart of downtown Ukiah and has good location appeal.

Comparable 1 is also located in the downtown core, but is adjusted upwards for the inferior visibility of its secondary street.

Comparable 2 is located on a less-traveled arterial street south of the downtown core and is also adjusted for inferior visibility.

Comparable 3 is located on an arterial street (to which the subject sides) on the east side of the freeway. Although the property is situated away from the downtown or any other major commercial development, its placement at the end of a heavily-travelled freeway off-ramp results in high visibility that while different from the subject's, is equal to.

Comparable 4 is situated on the subject's street, but on a less-travelled portion of the roadway, south of the downtown core. It is adjusted upwards for inferior visibility.

Quality/Appeal

The subject is an average quality/appeal, office property. In this regard, it is similar to three of the four indicators. Comparable 3 is adjusted downwards for its superior, good-average quality/appeal attributes.

INCOME APPROACH: Comparable Lease Analysis

Condition

The good condition of the subject is matched by Comparables 1 and 3. Comparables 2 and 4 are adjusted upwards for inferior, average condition levels.

Size

Size adjustments are based upon the inverse relationship of rate to size (i.e., larger space will typically lease for a lower price/sf and vice versa). At 4,541 sf, the subject is larger than the four indicators, which range in size from 1,300 sf to 4,000 sf.

Interior Build-out

The subject is configured for general office use, as are all four comparables.

Parking

Parking is evaluated on the basis of number of spaces relative to building size and use. Subject has much better-than-average on-site parking for the downtown and is superior to Comparable 1 in this regard. All others are similar, ample on-site parking.

Summary

The analysis produces an adjusted lease rate range of \$1.12 to \$1.38 per square foot on a gross basis. As a group, they are good indicators of subject's competitive market segment with weight distributed fairly evenly amongst them.

In the final analysis, the estimated fair-market rate of the subject is based upon a midrange figure of **\$1.25/sf/gross**.

Subject Lease Analysis

The subject is leased to W Real Estate, which is owned in part by the same parties that own the property. This familiar relationship results in an owner-user environment; therefore, no consideration is given to the existing lease.

Based upon the preceding analysis, forecasted income is estimated as follows:

$$4,541 \text{ sf} \quad @ \quad \$1.25/\text{sf/gross} \quad = \quad \$5,675/\text{mo.}$$

For purposes of the appraisal, a **projected gross monthly income of \$5,675/mo.** is utilized in the reconstructed operating statement that follows.

INCOME APPROACH: Expense Analysis

Overview

No operating data was provided for the subject. The following expenses are derived from an evaluation of reported expenses within competing properties in the subject's market area/segment.

Vacancy & Collection Loss

Defined in the 4th Edition of the Dictionary of Real Estate Appraisal as:

An allowance for reductions in gross potential income attributable to projected vacancy (physical or economic) and potential collection loss considerations. Vacancy is an expected loss in income as a result of periodic vacant space attributable to unrented space and tenant turnover. Credit loss considers nonpayment of rent and can consider units rented at below-market rates (also known as lag vacancy). Vacancy and collection loss is usually estimated on a property-specific basis as part of the reconstructed operating statement in the income capitalization approach and applied, as a percentage, to potential gross income or as a percentage of rentable area of the property; may also refer to a study of vacancy and collection loss in a defined market or submarket.

Long term trend analysis finds a stabilized vacancy rate of 5% is anticipated by knowledgeable market participants, accounting for losses described above in a well maintained, professionally managed property.

A stabilized 5% vacancy and collection loss is utilized in the subject's income analysis.

Operating Expenses: A gross lease is forecast for the subject. The following estimates are derived from market costs.

Property taxes are derived from a formula by which the indicated value via the approach is multiplied by the existing tax rate of 1.2110%. The formula requires Excel to utilize a forced circular reference in the calculation.

Insurance costs amongst competitive properties in the region range from \$0.50/sf to \$0.75/sf. A forecasted rate of \$0.50/sf is applied in the analysis based upon the size and quality of improvements found at the property.

Utility costs are a tenant obligation under a typical gross-lease structure, as are *janitorial* costs.

Maintenance and repair (M/R) range from \$0.50/sf for newer properties to \$1.50 for older properties in poor condition. Based upon subject's age, condition, and size, a stabilized figure of \$1.00/sf (GBA) is applied.

Landscape Maintenance is estimated at \$100 per month given the size and nature of subject's landscaping.

INCOME APPROACH: Expense Analysis

Management is assumed to be professionally handled. Based upon conversations with leasing agents at *Keegan & Coppin* and *Orion Partners*, two leading commercial brokerage firms in the county, expenses are typically based upon a graduated scale starting at 5-7% in the first year with subsequent reductions until a stabilized rate of 3% to 6% is attained. The management rate is estimated to be 5% of effective gross income (EGI) based upon subject's lease type, occupancy, and size.

Replacement reserves are forecasted for the subject. They represent the prudent operation/management of the building and are put in place in anticipation of any future, sudden expenses and/or the normal deterioration and needed replacement of items. Based upon subject's age, condition, size, and amenities, a 2% reserve is applied.

Capitalization Rates: Capitalization rates are derived from a single year's net income of a property divided by sale price. This is the most common method used in the valuation of subject's market segment via the income approach.

	Comparable 1	Comparable 2	Comparable 3	Comparable 4	Comparable 5
Overall Rate	6.35%	6.27%	5.23%	5.72%	5.60%

The comparables present of a range of capitalization rates from 5.23% to 6.35%. Based upon current market conditions and the subject's location and physical attributes, a midrange capitalization rate of **6.00%** is applied to the property and utilized in the following reconstructed operating statement.

INCOME APPROACH: Reconstructed Operating Statement

The reconstructed operating statement is derived from forecasted expenses with a stabilized occupancy, producing an estimated gross potential monthly income of \$5,674 under a gross lease structure.

Reconstructed Operating Statement			
POTENTIAL GROSS INCOME			\$68,112
Less Forecasted Vacancy and Collection Loss	5%		(\$3,406)
EFFECTIVE GROSS INCOME			\$64,706
<u>Fixed Expenses</u>			
Real Estate Taxes	12.10%	(See prior comments)	\$8,780
Insurance	\$0.50	Estimated per GBA	\$2,271
<u>Operational Expenses</u>			
Utilities:		Tenant obligation under gross lease terms	
Janitorial		Tenant obligation under gross lease terms	\$0
Maintenance & Repairs	\$100	Estimated per GBA	\$4,541
Supplies		Included in maintenance & repairs	
Landscape	\$100.00	Estimated per month	\$1,200
Management	5%	EGI	\$3,235
<u>Replacement Reserves</u>	2%	EGI	\$1,294
TOTAL EXPENSES	Expense Ratio 32.95%	\$21,321	(\$21,321)
NET OPERATING INCOME			\$43,385

Forecasted operating expenses of \$21,321 produce a market-typical expense ratio of 32.95% of effective gross income, resulting in a net operating income of \$43,385. Applying direct capitalization to the latter, based upon an OAR of 6.00%, value is derived as follows:

$$\$43,385 \text{ NOI} \quad / \quad 6.00\% \text{ OAR} \quad = \quad \$723,083, \text{ rounded } \$725,000$$

The indicated value of the subject via the income approach is **\$725,000**.

RECONCILIATION

Consideration was given to all three approaches to value; though only the sales comparison and income approaches were deemed most relevant to the valuation of the subject.

The sales comparison approach is considered a good indicator of value as direct comparisons are possible. Data within subject's market segment and market area was felt to be of sufficient quality and quantity as to give much weight to its value conclusion.

The income approach is typically given much weight when appraising income producing properties. The weakness of the approach is the difficulty in gathering income and expense data for the comparable sales. The strength of the approach is that it allows consideration to the subject's net income, which is the actual income to an investor. In this analysis, adequate office lease data from subject's market area was available, resulting in good reliance upon the value conclusion.

The two approaches faced similar limitations in their development and indicate the same value. Weight is distributed evenly amongst them in the final value conclusion.

Indicated value via the sales comparison approach	\$725,000
Indicated value via the income approach	\$725,000
Opinion of Value	\$725,000

Based on my analysis, the opinion of market value of the subject property, as set forth, documented, and qualified in the attached report under conditions prevailing on April 26, 2022, is:

**SEVEN HUNDRED TWENTY-FIVE THOUSAND DOLLARS
(\$725,000)**

CERTIFICATION

I certify that, to the best of my knowledge and belief:

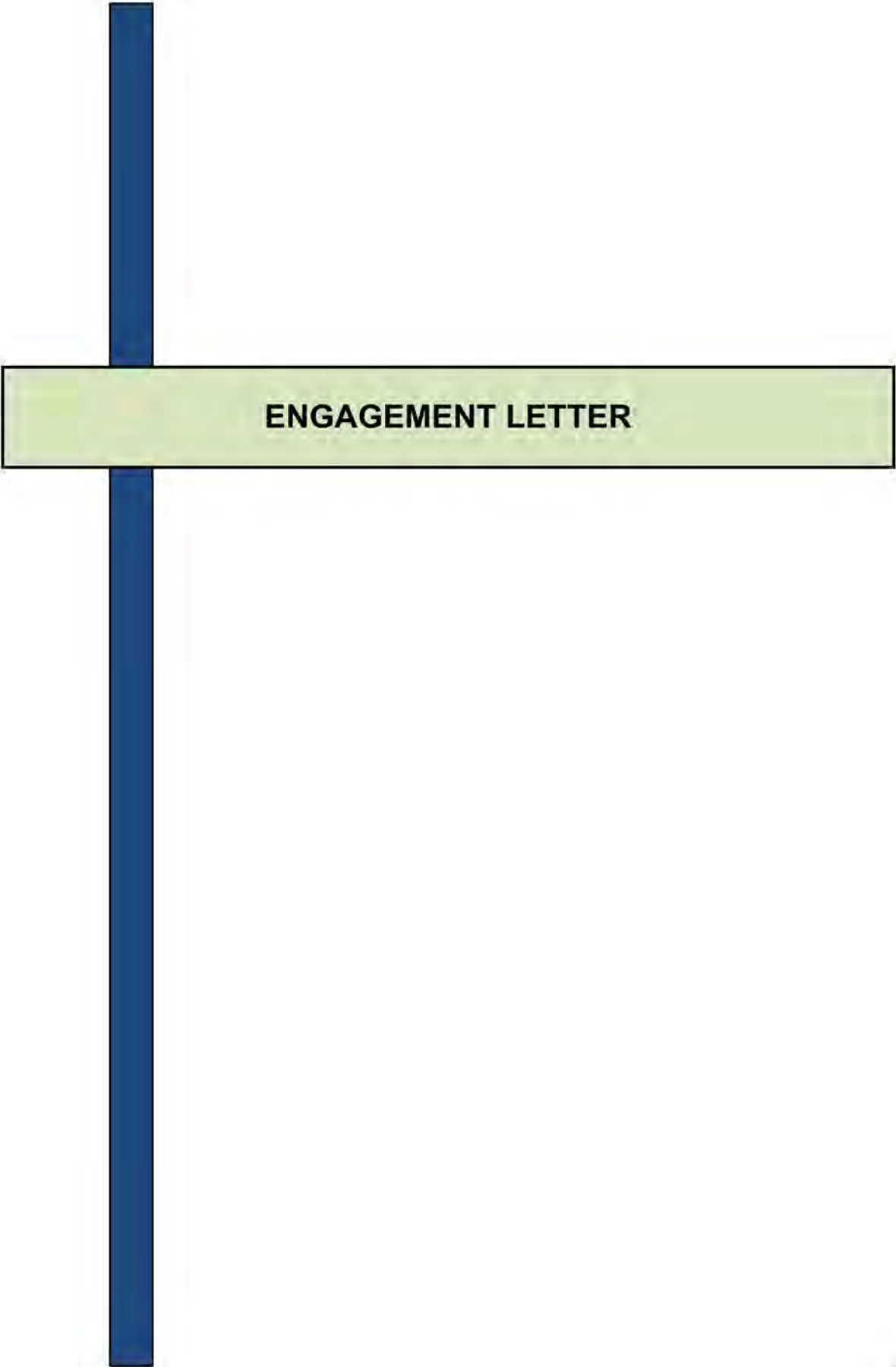
- *The statements of fact contained in this report are true and correct.*
- *Unless otherwise noted in writing, the appraiser has done similar assignments to the subject property and has the knowledge and experience to complete this assignment competently.*
- *The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.*
- *I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.*
- *I have performed no other services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.*
- *I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.*
- *My engagement in this assignment was not contingent upon developing or reporting predetermined results.*
- *My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.*
- *My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.*
- *I have made a personal inspection of the property that is the subject of this report.*
- *No one provided significant real property appraisal assistance to the person signing this certification.*
- *The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.*
- *The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.*
- *As of the date of this report, I have completed the continuing education program of the Appraisal Institute.*



Keith Sablik, MAI
Certified General Appraisal
CA Lic #AG008653

ADDENDA

1. Engagement Letter
2. Preliminary Title Report
3. Subject Photographs
4. Environmental Questionnaire
5. Insurable Value
6. Appraiser Qualifications



ENGAGEMENT LETTER



Date: March 25, 2022

Keith Sablik, MAI
203 Photinia Place
Petaluma, CA 94952

Re: 101 N. State Street, Ukiah, CA 95482

Dear Mr. Sablik:

This letter authorizes you to appraise the above-captioned real estate and submit a written appraisal report to Summit State Bank in accordance with the terms and conditions below.

Identification of Property to be Appraised

Address: 101 N. State Street, Ukiah, CA 95482

APN: 002-228-05 (please confirm)

Name:

Parcel Size: 0.42 acres (please confirm)

Building Size: 3,200 square feet (please confirm)

Purpose: Loan Underwriting - Refinance

Improvements	Type	Format
☒ Existing ☐ Proposed	☒ High Visibility Office ☐ Agricultural ☐ Special Use ☐ SFR (1-4 units) ☐ Multi-Family (5+ units) ☐ Residential Development	☒ Narrative Appraisal ☐ Form Appraisal ☐ Valuation

Interest	Value Premise	Approaches
☒ Fee Simple ☐ Leased Fee ☐ Leasehold	☒ As-Is ☒ Insurable replacement cost ☐ Upon completion ☐ As stabilized ☐ Liquidation	☐ Cost ☒ Sales Comparison ☒ Income Approach ☐ Rental Survey ☐ Subdivision Analysis

Appraisal Scope of Work

Provide an opinion of the current market value of the subject real estate, based on the market value definition contained in the Final Interagency Appraisal and Evaluation Guidelines (Federal Register/Volume 75, No 237, Section VIII, Minimum Appraisal Standards). The appraisal should comply with the current edition of the Uniform Standards of Professional Appraisal Practice (USPAP), Interagency Guidelines and Summit State Bank appraisal guidelines. All relevant approaches to value must be employed, along with all relevant valuation methods within each approach. Provide a specific rationale for the decision to omit an approach to value. Provide a written Appraisal Report in accordance with the requirements in SR 2-2 (a) of USPAP.

500 Bicentennial Way, Suite 100 Santa Rosa, CA 95403
Mailing Address:
P.O. Box 6155, Santa Rosa, CA 95406
Tel: 707.565-6000 Fax: 707.573-4620



Special Instructions:

Please review the forthcoming information and contact Michael Webster, MAI (contact information below) if any additional information needed cannot be obtained from the borrower.

Contact Persons/Correspondence:

Access to the real estate and property information can be obtained from:

Todd Schapmire, (707) 570-9855, todd@wrealestate.com

All correspondence to Summit State Bank regarding this appraisal assignment, including the completed appraisal report, should be addressed to:

Appraisal Department
c/o: **Michael Webster MAI**
500 Bicentennial Way Suite 100
Santa Rosa, CA 95403
Phone: 925-253-8283 Email: appraisal@summitstatebank.com

Delivery Date

The written appraisal report shall be delivered by **May 9, 2022**, unless a written extension is obtained from Summit State Bank.

Fee for Appraisal Services

Your fee for appraisal services includes a PDF of the appraisal report. Your fee will not exceed **\$3,000**. Please submit an invoice with the completed appraisal report. After the report is reviewed for compliance, your invoice will be processed for payment.

Please indicate your acceptance of this assignment by signing and returning one copy of this letter. Further, a copy of this letter should be included in the appraisal report.

Best Regards,

Michael Webster, MAI
Director of Appraisal & Valuation Services
Summit State Bank
(925) 253-8283

ACCEPTANCE:

By: _____

Keith Sablik, MAI
03/29/2022

Date: _____

500 Bicentennial Way, Suite 100 Santa Rosa, CA 95403
Mailing Address:
P.O. Box 6155, Santa Rosa, CA 95406
Tel: 707.566-6000 Fax: 707.573-4620



The following items will be provided upon receipt of this signed engagement contract:

	Enclosed	To Follow
☒ Preliminary Title Report	☐	☒
☒ Environmental Questionnaire	☒	☐
☒ Environmental Addendum	☒	☐
☐ Purchase Agreement	☐	☐
☐ Rent Roll	☐	☐
☐ Operating Statement(s)	☐	☐
☐ Lease(s)	☐	☐
☐ Construction Budget	☐	☐
☐ Construction Plans & Specs	☐	☐
☐ Property Profile	☐	☐
☐ Environmental Report	☐	☐

500 Bicentennial Way, Suite 100 Santa Rosa, CA 95403
Mailing Address:
P.O. Box 6188, Santa Rosa, CA 95406
Tel: 707.566-0000 Fax: 707.573-4620



PRELIMINARY TITLE REPORT



First American Title

First American Title Company

627 College Avenue
Santa Rosa, CA 95404

Escrow Officer: Rebecca Marino
Phone: (707)544-1560
Fax No.: (800)660-2005
E-Mail: teamrebecca@firstam.com

E-Mail Loan Documents to: Lenders please contact the Escrow Officer for email address for sending loan documents.

Borrower: North State Partners, LLC
Property: 101 N. State Street
Ukiah, CA 95482

PRELIMINARY REPORT

In response to the above referenced application for a policy of title insurance, this company hereby reports that it is prepared to issue, or cause to be issued, as of the date hereof, a Policy or Policies of Title Insurance describing the land and the estate or interest therein hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an Exception below or not excluded from coverage pursuant to the printed Schedules, Conditions and Stipulations of said Policy forms.

The printed Exceptions and Exclusions from the coverage and Limitations on Covered Risks of said policy or policies are set forth in Exhibit A attached. *The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than that set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties.* Limitations on Covered Risks applicable to the CLTA and ALTA Homeowner's Policies of Title Insurance which establish a Deductible Amount and a Maximum Dollar Limit of Liability for certain coverages are also set forth in Exhibit A. Copies of the policy forms should be read. They are available from the office which issued this report.

Please read the exceptions shown or referred to below and the exceptions and exclusions set forth in Exhibit A of this report carefully. The exceptions and exclusions are meant to provide you with notice of matters which are not covered under the terms of the title insurance policy and should be carefully considered.

It is important to note that this preliminary report is not a written representation as to the condition of title and may not list all liens, defects, and encumbrances affecting title to the land.

Please be advised that any provision contained in this document, or in a document that is attached, linked or referenced in this document, that under applicable law illegally discriminates against a class of individuals based upon personal characteristics such as race, color, religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or any other legally protected class, is illegal and unenforceable by law.

This report (and any supplements or amendments hereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance, a Binder or Commitment should be requested.

First American Title
Page 1 of 15

Dated as of March 23, 2022 at 7:30 A.M.

The form of Policy of title insurance contemplated by this report is:

To Be Determined

A specific request should be made if another form or additional coverage is desired.

Title to said estate or interest at the date hereof is vested in:

TODD A. SCHAPMIRE, JR. AND RANDALL P. WALLER AND MARIO J. TAMO AND ANTHONY BEN SHIRA, AS JOINT TENANTS, SUBJECT TO ITEM NO. 8

The estate or interest in the land hereinafter described or referred to covered by this Report is:

FEE

The Land referred to herein is described as follows:

(See attached Legal Description)

At the date hereof exceptions to coverage in addition to the printed Exceptions and Exclusions in said policy form would be as follows:

1. General and special taxes and assessments for the fiscal year 2022-2023, a lien not yet due or payable.
2. General and special taxes and assessments for the fiscal year 2021-2022.

First Installment:	\$3,833.86, PAID
Penalty:	\$0.00
Second Installment:	\$3,833.86, OPEN
Penalty:	\$0.00
Tax Rate Area:	003-014
A. P. No.:	002-228-05-00
3. The lien of supplemental taxes, if any, assessed pursuant to Chapter 3.5 commencing with Section 75 of the California Revenue and Taxation Code.
4. The terms and provisions contained in the document entitled AGREEMENT, executed by and between WESTERN TITLE GUARANTY COMPANY, MENDOCINO COUNTY DIVISION, A CORPORATION, FORMERLY MENDOCINO COUNTY TITLE COMPANY and JOHN H. MACNAB, ET UX, recorded JANUARY 03, 1973, as BOOK 910, PAGE 631 of Official Records.

First American Title
Page 2 of 15

5. An easement for UNDERGROUND COMMUNICATION FACILITIES and incidental purposes, recorded AUGUST 22, 1994 as INSTRUMENT NO. 016051 IN BOOK 2197, PAGE 119 of Official Records.
In Favor of: PACIFIC BELL
Affects: A PORTION OF THE PREMISES
6. A deed of trust to secure an original indebtedness of \$500,000.00 recorded FEBRUARY 22, 2019 as INSTRUMENT NO. 2019-02032 of Official Records.

Dated: FEBRUARY 04, 2019
Trustor: TODD A. SCHAPMIRE, JR. AND RANDALL P. WALLER AND
MARIO J. TAMO AND ANTHONY BEN SHIRA, AS JOINT TENANTS
Trustee: SAVINGS BANK OF MENDOCINO COUNTY
Beneficiary: SAVINGS BANK OF MENDOCINO COUNTY
7. A financing statement recorded MARCH 01, 2019 as INSTRUMENT NO. 2019-02284 OF OFFICIAL RECORDS.

Debtor: TODD ANDREW SCHAPMIRE, JR. RANDALL PAUL WALLER,
MARIO JULIUS TAMO AND ANTHONY BEN SHIRA
Secured party: SAVINGS BANK OF MENDOCINO COUNTY
8. The effect of a deed dated MARCH 2019, executed by TODD A. SCHAPMIRE, JR. AND RANDALL P. WALLER AND MARIO J. TAMO AND ANTHONY BEN SHIRA, as Grantor, to NORTH STATE PARTNERS LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, as Grantee, recorded JUNE 05, 2019, as INSTRUMENT NO. 2019-06423 of Official Records.

The Company must obtain and review the following documents before considering vesting title in the named Grantee:
A. An [Uninsured Deed Declaration](#) executed by the Grantor and notarized by a notary approved by the Company
B. A confidential Statement of Information, completed by the Grantor

Once the [Uninsured Deed Declaration](#) and Statement of Information are received and reviewed, the Company may have additional requirements.
9. Any right, title or interest of the spouse (if any) of any married person herein.
10. Rights of parties in possession.

Prior to the issuance of any policy of title insurance, the Company will require:
11. A deed from the spouse of any married person herein be recorded in the public records, or the joinder of the spouse of any married person named herein on any conveyance, encumbrance or lease to be executed by said married person.

12. With respect to NORTH STATE PARTNERS LLC, a limited liability company:
- a. A copy of its operating agreement and any amendments thereto;
 - b. If it is a California limited liability company, that a certified copy of its articles of organization (LLC-1) and any certificate of correction (LLC-11), certificate of amendment (LLC-2), or restatement of articles of organization (LLC-10) be recorded in the public records;
 - c. If it is a foreign limited liability company, that a certified copy of its application for registration (LLC-5) be recorded in the public records;
 - d. With respect to any deed, deed of trust, lease, subordination agreement or other document or instrument executed by such limited liability company and presented for recordation by the Company or upon which the Company is asked to rely, that such document or instrument be executed in accordance with one of the following, as appropriate:
 - (i) If the limited liability company properly operates through officers appointed or elected pursuant to the terms of a written operating agreement, such document must be executed by at least two duly elected or appointed officers, as follows: the chairman of the board, the president or any vice president, and any secretary, assistant secretary, the chief financial officer or any assistant treasurer;
 - (ii) If the limited liability company properly operates through a manager or managers identified in the articles of organization and/or duly elected pursuant to the terms of a written operating agreement, such document must be executed by at least two such managers or by one manager if the limited liability company properly operates with the existence of only one manager.
 - e. Other requirements which the Company may impose following its review of the material required herein and other information which the Company may require

INFORMATIONAL NOTES

Note: The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than the certain dollar amount set forth in any applicable arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. If you desire to review the terms of the policy, including any arbitration clause that may be included, contact the office that issued this Commitment or Report to obtain a sample of the policy jacket for the policy that is to be issued in connection with your transaction.

1. According to the latest available equalized assessment roll in the office of the county tax assessor, there is located on the land a(n) Commercial Structure known as 101 North State Street, Ukiah, California.
2. According to the public records, there has been no conveyance of the land within a period of twenty-four months prior to the date of this report, except as follows:

None

The map attached, if any, may or may not be a survey of the land depicted hereon. First American expressly disclaims any liability for loss or damage which may result from reliance on this map except to the extent coverage for such loss or damage is expressly provided by the terms and provisions of the title insurance policy, if any, to which this map is attached.

LEGAL DESCRIPTION

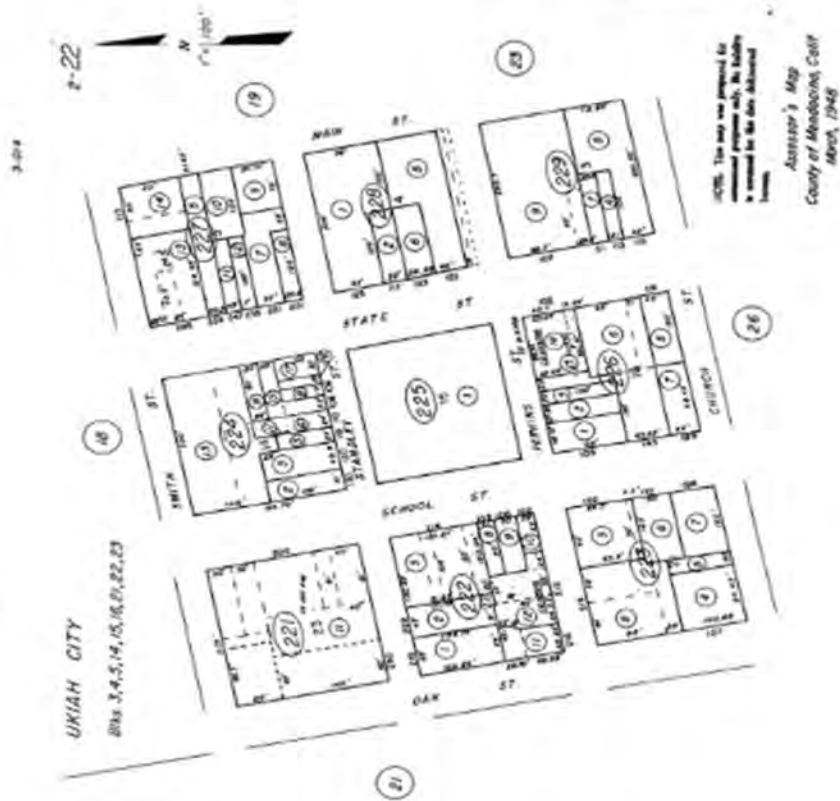
Real property in the City of Ukiah, County of Mendocino, State of California, described as follows:

PORTION OF BLOCK 4 IN THE CITY OF UKIAH, AS DESIGNATED ON THE MAP THEREOF ON FILE IN THE OFFICE OF THE RECORDER OF THE COUNTY OF MENDOCINO, STATE OF CALIFORNIA, AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE EAST LINE OF STATE STREET WITH THE NORTH LINE OF PERKINS STREET, BEING THE NORTH LINE OF THE PARCEL OF LAND DESCRIBED IN THE DEED FROM MENDOCINO COUNTY TITLE COMPANY TO CITY OF UKIAH, DATED MAY 1, 1958, RECORDED MAY 29, 1958 IN BOOK 485, OFFICIAL RECORDS, PAGE 431; THENCE FROM SAID POINT OF BEGINNING NORTH 11° 33' 30" WEST ALONG SAID STATE STREET 40 FEET TO THE SOUTH LINE OF THE PARCEL OF LAND DESCRIBED AS PARCEL ONE IN THE DEED FROM MENDOCINO COUNTY TITLE COMPANY TO UKIAH REXALL DRUG STORE, DATED SEPTEMBER 12, 1958, RECORDED OCTOBER 30, 1958 IN BOOK 495 OF OFFICIAL RECORDS, PAGE 401; THENCE NORTH 78° 16' 30" EAST ALONG SAID SOUTH LINE 100.09 FEET TO THE SOUTHEAST CORNER OF SAID UKIAH REXALL DRUG STORE PARCEL; THENCE NORTH 11° 35' 50" WEST ALONG THE EAST LINE OF SAID PARCEL 36.54 FEET TO THE NORTH LINE OF THE PARCEL OF LAND DESCRIBED IN THE DEED FROM GEORGE E. JAMISON TO A.F. REDEMEYER, DATED MARCH 4, 1901, RECORDED MARCH 6, 1901 IN BOOK 84 OF DEEDS, PAGE 198, MENDOCINO COUNTY RECORDS; THENCE EASTERLY ALONG SAID NORTH LINE 100.07 FEET TO THE WEST LINE OF MAIN STREET; THENCE SOUTH 11° 42' 50" EAST ALONG SAID MAIN STREET, 76.40 FEET TO THE NORTH LINE OF PERKINS STREET, BEING THE NORTH LINE OF SAID CITY OF UKIAH PARCEL (485 O.R. 431); THENCE SOUTH 78° 16' 30" WEST ALONG SAID NORTH LINE 200.24 FEET TO THE POINT OF BEGINNING.

APN: 002-228-05-00

First American Title
Page 6 of 15



SUBJECT PHOTOGRAPHS

SUBJECT PHOTOGRAPHS



Front/West & Side/South Elevations



Rear/East & Side/North Elevations



Side/North Elevation

SUBJECT PHOTOGRAPHS



Side/South & Rear/East Elevations



Front/West Elevation



Parking Lot

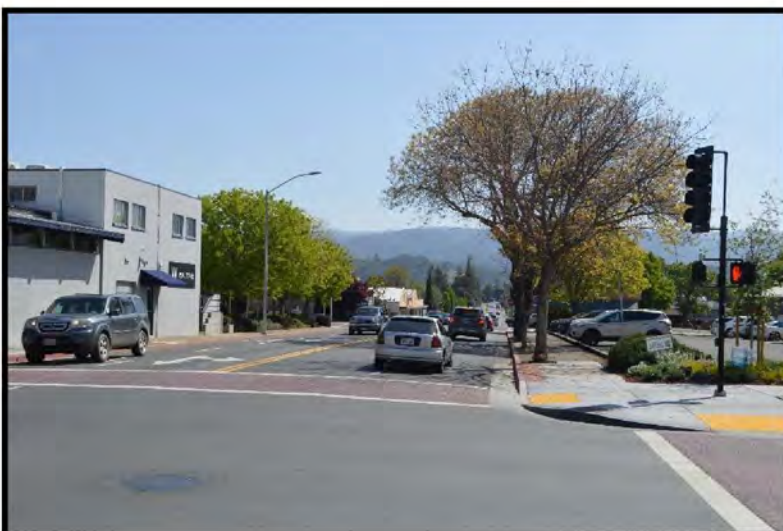
SUBJECT PHOTOGRAPHS



N State St looking north



N State St looking south



E Perkins St looking east

SUBJECT PHOTOGRAPHS



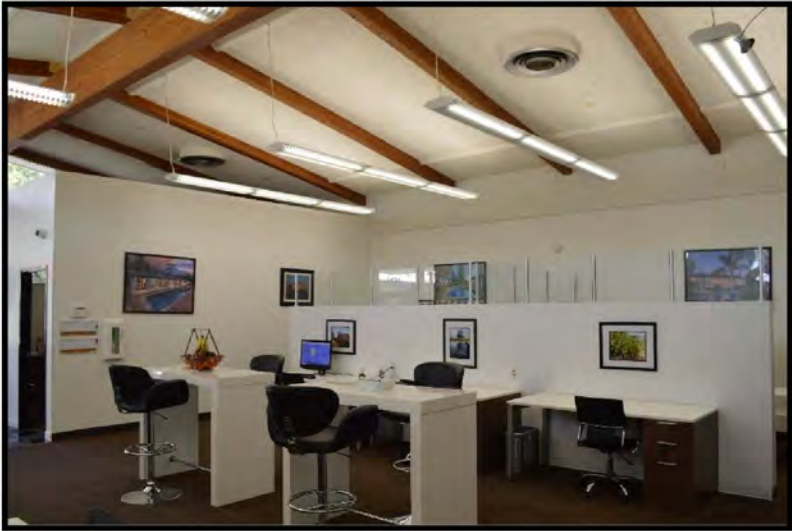
N Main St looking north



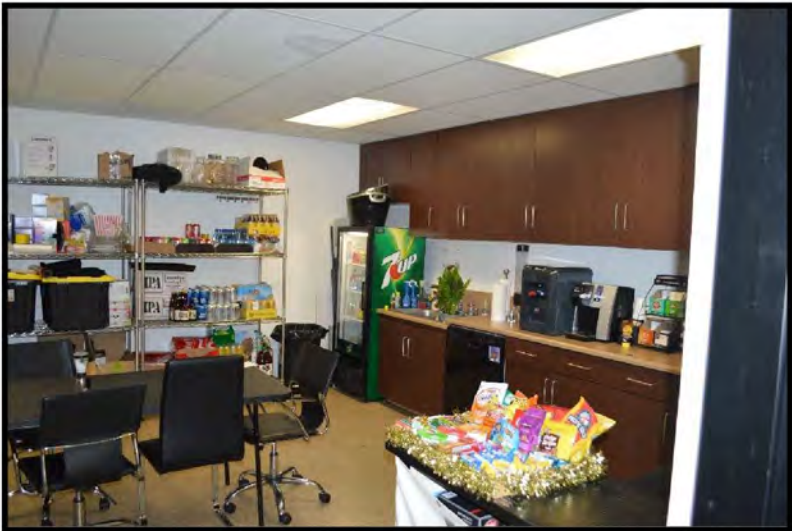
Interiors



SUBJECT PHOTOGRAPHS



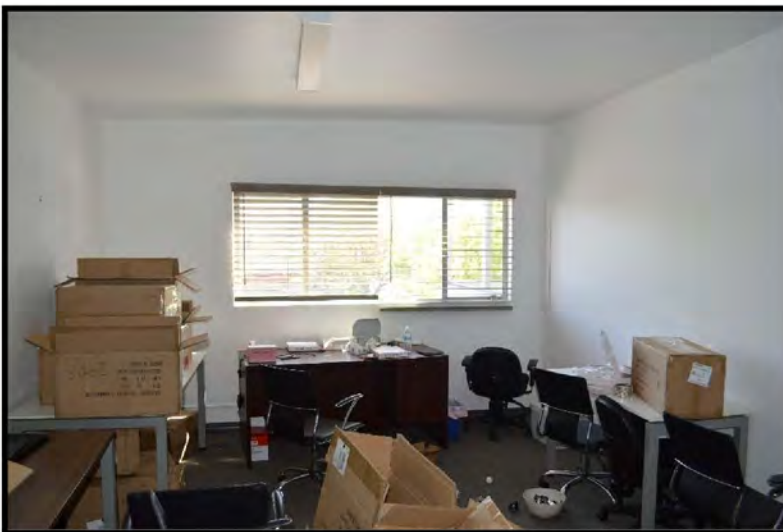
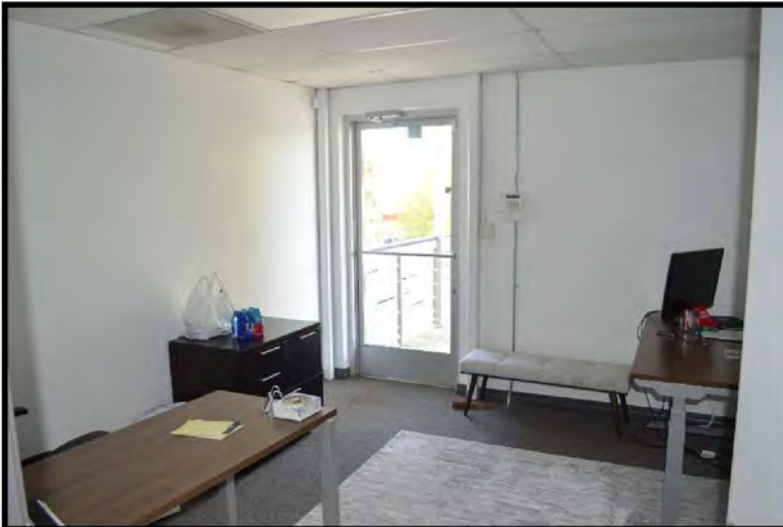
Interiors



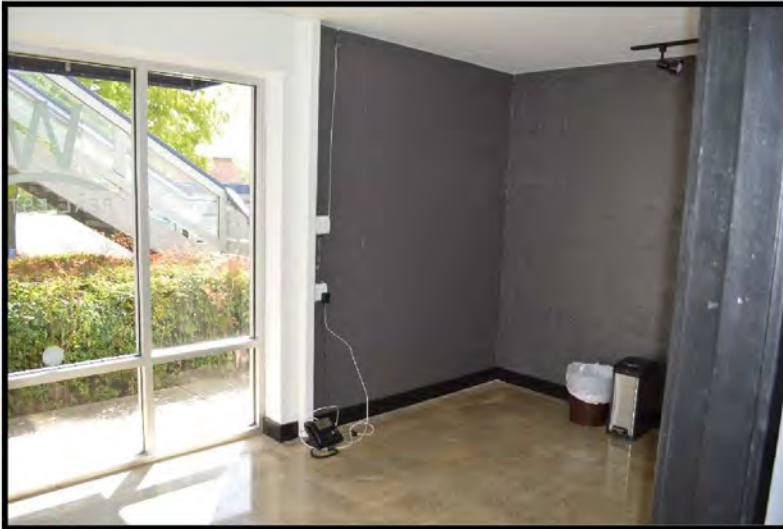
SUBJECT PHOTOGRAPHS



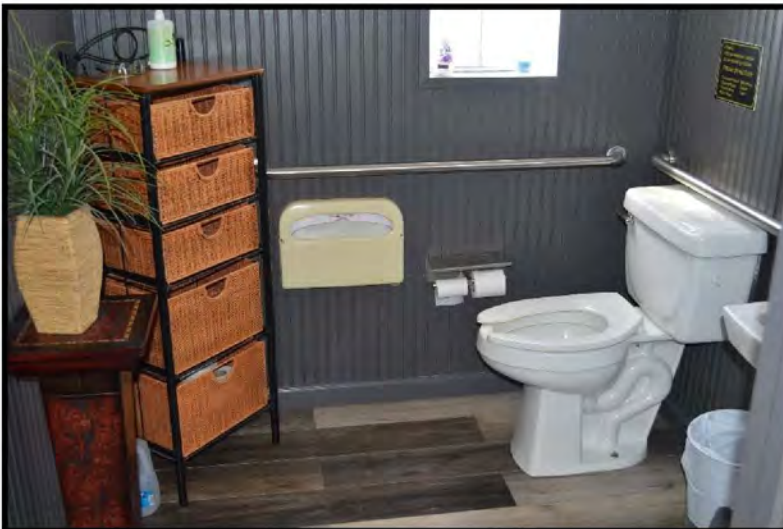
Interiors



SUBJECT PHOTOGRAPHS



Interiors





ENVIRONMENTAL QUESTIONNAIRE

SUMMIT STATE BANK

ENVIRONMENTAL ADDENDUM (To be completed by the Appraiser)

APPARENT HAZARDOUS SUBSTANCES AND/OR DETRIMENTAL ENVIRONMENTAL CONDITIONS

Property Address 101 N State St
City Ukiah County Mendocino State CA Zip Code 95482
Lender Summit State Bank

Apparent is defined as that which is visible, obvious, evident or manifest to the appraiser.

This universal Environmental Addendum is used with any real estate appraisal. Only the statements which have been checked by the appraiser apply to the property being appraised.

This addendum reports the results of the appraiser's routine inspection of and inquires about the subject property and its surrounding areas. It also states what assumption were made about the existence (or nonexistence) of any hazardous substances and/or detrimental environmental conditions. The appraiser is not an expert environmental inspector and therefore might be unaware of existing hazardous substances and/or detrimental environmental conditions which may have a negative effect on the safety and value of the property. It is possible that tests and inspections made by a qualified environmental Inspector would reveal the existence of hazardous materials and/or detrimental environmental conditions on or around the property that would negatively affect its safety and value.

DRINKING WATER

☒ Drinking Water is supplied to the subject from a municipal water supply which is considered safe. However the only way to be absolutely certain that the water meets published standards is to have it tested at all discharge points.

☐ Drinking Water is supplied by a well or other non-municipal source. It is recommended that tests be made to be certain that the property is supplied with adequate pure water.

☒ Lead can get into drinking water from its source, the pipes, at all discharge points, plumbing fixtures and/or appliance. The only way to be certain that water does not contain an unacceptable lead level is to have it tested at all discharge points.

☒ The value estimate in this appraisal is based on the assumption that there is an adequate supply of safe, lead-free drinking water.

Comments: _____

1152-A (9/1/99)

SANITARY WASTE DISPOSAL

☒ Sanitary Waste is removed from the property by a municipal sewer system.

_____ Sanitary Waste is disposed of by a septic system or other sanitary on site waste disposal system. The only way to determine that the disposal system is adequate and in good working condition is to have it inspected by a qualified inspector.

☒ The value estimated in this appraisal is based on the assumption that the Sanitary Waste is disposed of by a municipal sewer or an adequate properly permitted alternate treatment system in good condition.

Comments: _____

SOIL CONTAMINANTS

☒ There are no apparent signs of Soil Contaminants on or near the subject property (except as reported in Comments below). It is possible that research, inspection, and testing by a qualified environmental Inspector would reveal existing and/or potential hazardous substances and/or detrimental environmental conditions on or around the property that would negatively affect its safety and value.

☒ The value estimated in this appraisal is based on the assumption that the subject property is free of Soil Contaminants.

Comments: _____

ASBESTOS

☒ All or part of the improvements were constructed before 1979 when Asbestos was a common building material. The only way to be certain that the property is free of friable and non-friable Asbestos is to have it inspected and tested by a qualified asbestos inspector.

_____ The improvements were constructed after 1979. No apparent friable Asbestos was observed (except as reported in Comments below).

☒ The value estimated in this appraisal is based on the assumption that there is no uncontained friable Asbestos or other hazardous Asbestos material on the property.

Comments: _____

1182-A (9/1/99)

PBC's (POLYCHLORINATED BIPHENYLS)

☒ There were no apparent leaking florescent light ballasts capacitors or transformers anywhere on or nearby the property (except as report in Comments below).

☒ There were no apparent visible or documented evidence known to the appraiser of soil or groundwater contamination from PCBs anywhere on the property (except as report in Comments below).

☒ The value estimated in this appraisal is based on the assumption that there are no uncontained PCBs on or nearby the property.

Comments: _____

RADON

☒ The appraiser is not aware of any Radon tests made on the subject property within the past 12 months (except as report in Comments below).

☒ The appraiser is not aware of any indication that the local water supplies have been found to have elevated levels of Radon or Radium.

☒ The appraiser is not aware of any nearby properties (except as report in Comments below) that were or currently are used for uranium, thorium or radium extraction or phosphate processing.

☒ The value estimated in this appraisal is based on the assumption that the Radon level is at or below EPA recommended levels.

Comments: _____

UST's (UNDERGROUND STORAGE TANKS)

☒ There is no apparent visible or documented evidence known to the appraiser of any UST's on the property nor any known historical use of the property that would likely have had UST's.

☒ There are no apparent petroleum storage and/or delivery facilities (including gasoline stations or chemical manufacturing plants) located on adjacent property (except as reported in Comments below).

There are apparent signs of USTs existing now or in the past on the subject property. It is recommended that an inspection by a qualified UST inspector be obtained to determine the location of any UST's together with their condition and proper registration if they are active; and if they are inactive, to determine whether they were deactivated in accordance with sound industry practices.

1-182-A (01/99)

X The value estimated in this appraisal is based in the assumption that any functioning UST's are not leaking and are properly registered and that any abandoned UST's are free from contamination and were properly drained, filled and sealed.

Comments: _____

NEARBY HAZARDOUS WASTE SITES

 X There are no apparent Hazardous Waste Sites on the subject property or nearby the subject property (except as reported in Comments below). Hazardous Waste Site search by a trained environmental engineer may determine that there is one or more Hazardous Waste Site on or in the area of the subject property.

 X The value estimated in this appraisal is based on the assumption that there are no Hazardous Waste Sites on or nearby the subject property that negatively affect the value or safety of the property.

Comments: _____

UREA FORMALDEHYDE (UFFI) INSULATION

 X All or part of the improvements were constructed before 1982 when UREA foam insulation was a common building material. The only way to be certain that the property is free of UREA formaldehyde is to have it inspected by a qualified UREA formaldehyde inspector.

_____ The improvements were constructed after 1982. No apparent UREA formaldehyde materials were observed (except as reported in Comments below).

 X The value estimated in this appraisal is based on the assumption that there is no significant UFFI Insulation or other UREA formaldehyde material on the property.

Comments: _____

1182-A (01/99)

LEAD PAINT

☒ All or part of the improvements were constructed before 1980 when Lead Paint was a common building material. There is no apparent visible or known documented evidence of peeling or flaking Lead Paint on the floors, walls, or ceiling (except as reported in Comments below). The only way to be certain that the property is free of surface or subsurface Lead Paint is to have it inspected by a qualified Inspector.

☐ The improvements were constructed after 1980. No apparent Lead Paint was observed (except as reported in Comments below).

☒ The value estimated in this appraisal is based on the assumption that there is no flaking or peeling Lead Paint on the property.

Comments: _____

AIR POLLUTION

☒ There are no apparent signs of Air Pollution at the time of the inspection nor were any report (except as reported in Comments below). The only way to be certain that the air is free of pollution is have it tested.

☒ The value estimated in this appraisal is based on the assumption that the property is free of Air Pollution.

Comments: _____

WETLANDS/FLOOD PLAINS

☒ The site does not contain any apparent Wetlands/Flood Plains (except as reported in Comments below). The only way to be certain that the site is free of Wetlands/Flood Plains is to have it inspected by a qualified environmental professional.

☒ The value estimated in this appraisal is based on the assumption that there are no Wetlands/Flood Plains on the property (except as reported in Comments below).

Comments: _____

1.182-A (01/99)

MISCELLANEOUS ENVIRONMENTAL HAZARDS

 X There are no other apparent miscellaneous hazardous substances and/or detrimental environmental conditions on or in the area of the site except as indicated below:

- Excess Noise
- Radiation + Electromagnetic Radiation
- Light Pollution
- Waste Heat
- Acid Mine Drainage
- Agricultural Pollution
- Geological Hazards
- Nearby Hazardous Property
- Infectious Medical Wastes
- Pesticides
- Others (Chemical Storage + Storage Drums, Pipelines, etc.)

 X The value estimated in this appraisal is based on the assumption that there are no miscellaneous Hazards (except those reported above) that would negatively affect the value of the property.

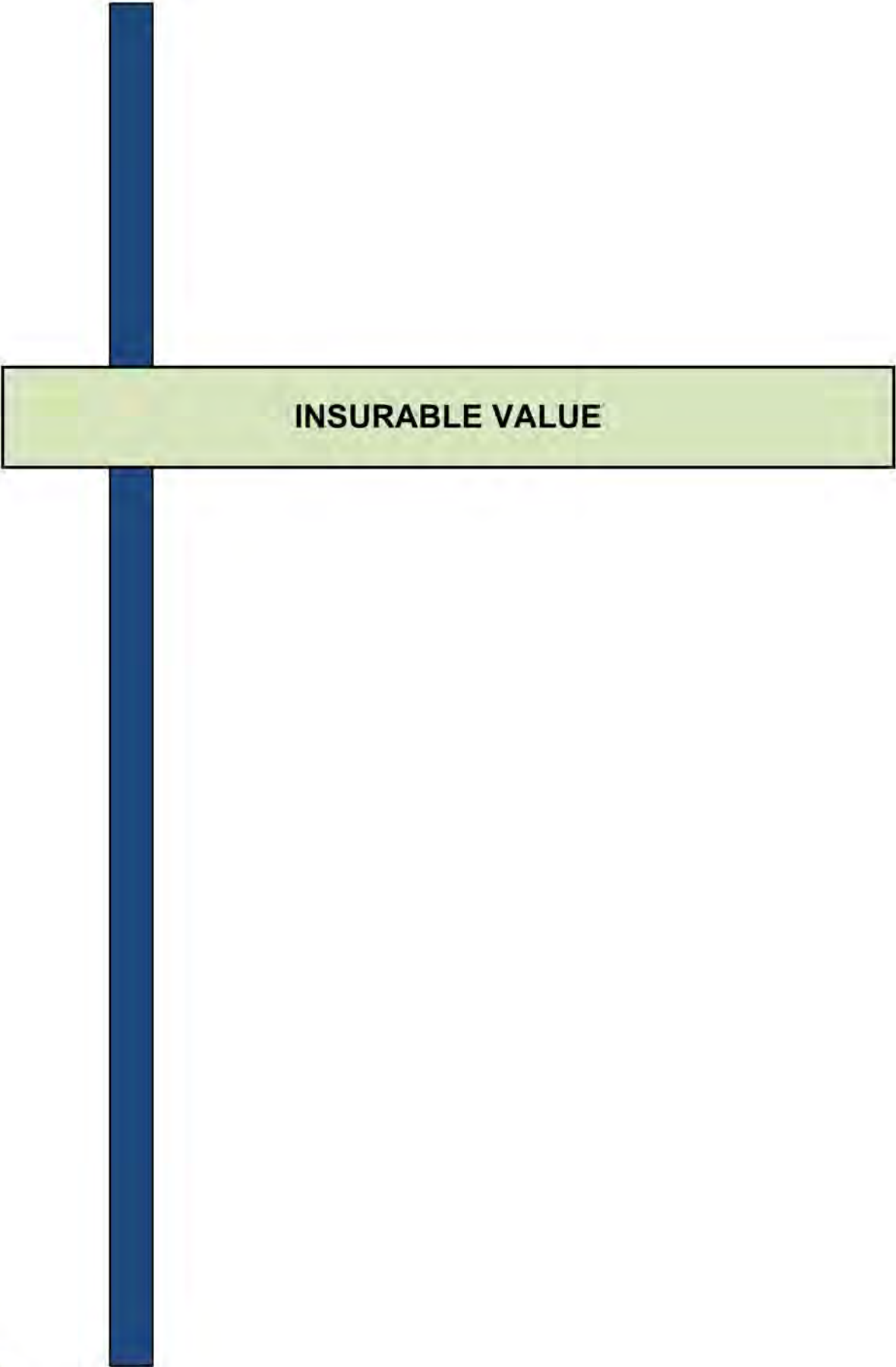
When any of the environmental assumptions made in this addendum are not correct, the estimated value in this appraisal may not be valid.

Keith Sablik, MAI

Appraised By: (PRINT NAME)


Appraiser's Signature

04/28/2022
Date



INSURABLE VALUE

INSURABLE VALUE

The following replacement cost estimate is derived from the physical inspection of the property on the date of appraisal and cost estimation utilizing Marshal & Swift's *Commercial Cost Explorer*.

This is not a cost approach analysis. Neither land nor depreciation values are considered.

The appraiser assumes no liability for the Insurable Value estimate provided and does not guarantee that any estimate or opinion will result in the subject property being fully insured for any possible loss that may be sustained. The appraiser recommends that an insurance professional be consulted. The Insurable Value estimate may not be a reliable indication of replacement or reproduction cost for any date other than the effective date of this appraisal due to changing costs of labor and materials and due to changing building codes and governmental regulations and requirements.

Property: 101 N State St, Ukiah CA	Sq. Ft. or No. of Units	Price/Sq Ft or Price/Unit	Total Cost
MVS, Section 15, Office Buildings, Class C, Average	4,541	\$144.00	\$653,904
Balcony	104	\$36.00	\$3,744
Storage Room	52	\$36.00	\$1,872
Sub-Total			\$659,520
Current Cost Multiplier: Western, Section 15, Class C			0.99
Local Multiplier: Mendocino County, Class C			1.11
INSURABLE VALUE			\$724,747
ROUNDED			\$725,000

The indicated insurable value is **\$725,000**.



APPRAISER QUALIFICATIONS

Keith E. Sablik, MAI

203 Photinia Pl Petaluma, CA 94952
PHONE (707) 559-5551 FAX (707) 204-0837

EXPERIENCE

Keith Sablik (dba)

Owner/Appraiser

Appraisal of non-residential and residential properties in Sonoma, Napa, and Marin Counties.

Santa Rosa, CA

Apr. 2000 to Present

Sonoma County Assessor's Office

Appraiser III

Appraised residential and non-residential properties for the purpose of ad-valorem property tax assessment.

Santa Rosa, CA

Mar. 1997 to Apr. 2000

Keith Sablik (dba)

Owner/Appraiser

Appraisal of residential properties in Sonoma and Marin Counties.

Rohnert Park, CA

Aug 1994 to Mar 1997

Claxton Appraisal Service

Staff Fee Appraiser

Appraisal of residential properties in San Francisco and Marin Counties.

Novato, CA

Jul 1989 to Aug 1994

EDUCATION

California State University-Sacramento

Bachelor of Science: Business Administration/Real Estate and Land Use Affairs

Sacramento, CA

1984 to 1988

CREDENTIALS & DESIGNATIONS

MAI, Designated Member of the Appraisal Institute

Certified General Appraiser-California Office of Real Estate Appraisers

Licensed Broker (inactive)-California Dept. of Real Estate

CONTINUING EDUCATION

7-Hour USPAP Update	02/2020
Condemnation Appraising	08/2017
North Bay Real Estate Seminar	09/2013
State & Federal Laws	10/2012
Fundamentals of Separating Real Property, Personal Property, ...	05/2012
Business Practices and Ethics	04/2011
7-Hour USPAP Update	04/2011
Apartment Appraisal: Concepts and Applications	02/2011
General Demonstration Appraisal Report Writing	02/2010
Report Writing and Analysis	10/2008
Advanced Applications	07/2008
General Market Analysis and Highest & Best Use	11/2007
Advanced Sales Comparison & Cost Approaches	02/2007
Convincing Residential Appraisals	12/2006
Analyzing Distressed Real Estate	12/2006
Annual Fall Conference	10/2006
Standards of Professional Practice	08/2006
Entitlements	08/2001
Lease Abstraction and Analysis	01/2000
Advanced Income Capitalization: Course 510	10/1999



AGENDA SUMMARY REPORT

SUBJECT: Receive Report on 2019-2027 Housing Element Implementation Program 2c, Monitoring of the Conversion of Single Family Residential Homes to Commercial Uses, and Provide Direction to Staff as Necessary.

DEPARTMENT: Community
Development

PREPARED BY: Mireya Turner, Planning Manager

PRESENTER: Mireya Turner, Planning Manager; Craig
Schlatter, Community Development Director

ATTACHMENTS:

1. Excerpt from Housing Plan

Summary: Council will receive a report from Staff on the monitoring of conversions of residential structures from a primary residential use to a primary commercial use, Program 2c of the 2019-2027 Housing Element, and provide direction to Staff as necessary.

Background: Implementation Program 2c of the 2019-2027 Housing Element reads as follows: "Monitor the conversion of single family residential homes to commercial uses. If conversions continue and the city's vacancy rate for homeownership is greater than three percent citywide, the City will design an ordinance that restricts the conversion of single family residences to commercial uses." Staff notes a typographical error in this program related to the triggering threshold. The sentence was meant to read: "If...the city's vacancy rate for homeownership is less than three percent citywide..." An excerpt of the Housing Plan containing Program 2c is included as Attachment 1. The full 2019-2027 adopted General Plan Housing Element can be found at this link: <http://www.cityofukiah.com/projects/housing-element-update/>. The monitoring does not include incidental/accessory uses such as home occupations or short-term rentals. Monitoring short-term rentals is included in the Housing Element as Implementation Program 2b, with a report due to Council by June 30, 2025.

Vacancy rates are an important indicator of the adequacy of housing supply for all economic segments of the community. High vacancy rates usually indicate low demand, and low vacancy rates can indicate high demand and/or inadequacy of supply. Generally, a "healthy" vacancy rate for the single-family housing market is considered as two to three percent; and between seven and eight percent is considered sufficient for the multi-family housing market (City of Ukiah 2019-2027 Housing Element, page 26).

In 2019, during preparation of the 2019-2027 Housing Element, Staff utilized data available from the 2013-2017 U.S. Census American Community Survey (ACS). The ACS data indicated an overall rental vacancy rate of 2.8% and an overall homeownership vacancy rate of 0.2%. Given these extremely low vacancy rates, especially for homeownership, Staff recommended and Council approved prioritizing Program 2c to be due June 30, 2021, only eight months after Housing Element adoption. Unfortunately, the U.S. Census did not release updated ACS data in 2021, nor has this data been released in 2022. Consequently, the most recent data on the overall vacancy rate is from the 2020 U.S. Census, which indicates an overall vacancy rate of 6.4% and does not differentiate between ownership and rental unit vacancies.

Discussion: There have been zero building permits issued for residential to commercial conversion. Although the overall vacancy rate is 6.4%, the data does not differentiate between ownership and rental unit vacancies. Additionally, it can be extrapolated from the 2020 and 2021 Housing Element Annual Progress Reports that there were few new single-family starts compared to new multi-family starts, which could indicate the majority

of the 6.4% vacancy rate is for rental units.

It is for all these reasons that Staff recommends the Council receive this report and direct Staff to continue to report back to Council annually until more accurate data is available. Staff further recommends that, as stated within the Housing Element, if the homeownership vacancy rate falls below three percent in future years, the Council direct Staff to prepare an ordinance restricting residential to commercial conversions.

Recommended Action: Receive the report and provide direction to Staff as necessary.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Craig Schlatter, Community Development Director

Approved: _____


Sage Sangiacomo, City Manager

- 1g: **Tenant Education and Assistance for Tenants of At-Risk Projects.** Require property owners to give notice to tenants of their intent to opt out of low-income use restrictions. Provide tenants of at-risk units with education regarding tenant rights and conversion procedures.

Responsibility: Community Development Department, Housing Services Division

Funding: Departmental budget

Schedule: Develop education program and notification procedures by June 30, 2020; implement program on an ongoing basis throughout the 2019-2027 planning period.

Goal H-2

Expand housing opportunities for all economic segments of the community, including special needs populations.

Policies to Support Goal H-2

Policy 2-1: Continue to allow placement of manufactured housing units on permanent foundations in residential zoning districts.

Policy 2-2: Encourage the development of a variety of different types of housing.

Policy 2-3: Ensure that adequate residentially designated land is available to accommodate the City's share of the Regional Housing Need. In order to mitigate the loss of affordable housing units, require new housing developments to replace all affordable housing units lost due to new development.

Policy 2-4: Pursue State and Federal funding for very low, low, and moderate income housing developments.

Policy 2-5: Facilitate the production of housing for all segments of the Ukiah population, including those with special needs.

Policy 2-6: Expand affordable housing opportunities for first time homebuyers.

Implementing Programs

- 2a: **Update the inventory of vacant and underutilized parcels.** Make copies of the inventory available on the City's website and at the public counter for distribution.

Responsibility: Community Development Department, Planning Services Division.

Funding: Departmental budget.

Schedule: Updated annually, by June 30 of each year; posted on the City's website and at the public counter.

- 2b: **Monitor the rate of conversion of primary residences to short-term rental units.** Research ordinances limiting short-term rentals and present report to City Council.

Responsibility: Community Development Department, Planning Services Division; City Council.

Funding: General Funds.

Schedule: Develop monitoring program by June 30, 2020; annually track number of short-term rentals and present information along with annual progress report to City Council each year; short-term rental ordinance research report due June 30, 2025.

2c: **Monitor the conversion of single family residential homes to commercial uses.** If conversions continue and the City's vacancy rate for homeownership is greater than three percent citywide, the City will design an ordinance that restricts the conversion of single family residences to commercial uses.

Responsibility: Community Development Department, Planning Services Division.

Funding: Departmental budget.

Schedule: Gather data and report findings to City Council by June 30, 2021.

2d: **Pursue additional funding sources to augment the Ukiah Housing Trust Fund, creating a permanent source of funding for affordable housing.** Utilize funding to develop and support affordable housing programs and projects, providing financial assistance to private developers and nonprofit agencies, principally for the benefit of extremely low-income, very low-income, and low-income households. Prepare and/or support the preparation of at least eight applications for additional funding within the 2019-2027 planning period.

Responsibility: Community Development Department, Housing Services Division.

Funding: Low and Moderate Income Housing Asset Fund; other local, State, and Federal funding sources as they become available.

Schedule: Ongoing.

2e: **Continually engage with a variety of housing developers who specialize in providing housing to each economic segment of the community.** This effort is designed to build long-term development partnerships and gain insight into specialized funding sources, particularly in identifying the range of local resources and assistance needed to facilitate the development of housing for extremely low-income (ELI) households and households with special needs, including persons with disabilities and persons with developmental disabilities. This policy is also designed to encourage the production of a variety of housing types, including multi-family supportive, single room occupancy, shared housing, and housing for the "missing middle."

Responsibility: Community Development Department, Housing Services Division; City Manager's Office- Economic Development Section

Funding: Departmental budget.



AGENDA SUMMARY REPORT

SUBJECT: Review and Update, if Warranted, the Ukiah City Council Strategic Plan

DEPARTMENT: City Manager /
Admin

PREPARED BY: Traci Boyl, Management Analyst

PRESENTER: Sage Sangiacomo, City Manager

ATTACHMENTS:

1. City Council Strategic Plan 2022

Summary: Each year during the annual budget process, the Ukiah City Council reviews and updates the City's Strategic Plan.

Background: The Strategic Plan provides a framework that prioritizes focus on core functions and ensures City Departments are working together to meet the needs of our residents and businesses as directed by the City Council. The priorities identified in the plan will guide decision-making to desired outcomes through strategies and specific actions.

The priorities, strategies, and actions that make up the strategic plan evolve over time with the changing needs of the community and organization.

- Priorities are broad guiding statements that describe the hopes of the community for the future. A priority may never be completely attainable, but it is used as a point towards which to strive.
- Strategies describe what is needed to move the City in the direction of completing each priority.
- Actions outline specific steps to be taken to achieve the strategy. Actions are further defined, detailed, and assigned as objectives within each departmental budget.

Throughout the annual budget process, the City Council reviews and modifies the Plan as necessary and sets annual objectives for all departments (within departmental budgets) that are in line with the City's priorities.

Discussion: The City Council will review and discuss the Strategic Plan (Attachment #1). The plan includes updates and edits (in redline) to reflect the Council's recent policy changes and priorities, including the following priorities:

- Complete Streets
- Climate
- Service delivery partnerships and consolidations
- Diversity and Equity

Recommended Action: Review the Ukiah City Council Strategic Plan and provide direction as may be warranted to update the document.

BUDGET AMENDMENT REQUIRED: n/a

CURRENT BUDGET AMOUNT: n/a

PROPOSED BUDGET AMOUNT: n/a
FINANCING SOURCE: n/a
PREVIOUS CONTRACT/PURCHASE ORDER NO.: n/a
COORDINATED WITH: Sage Sangiacomo, City Manager

Approved: 
Sage Sangiacomo, City Manager



Ukiah City Council Strategic Plan

The Strategic Plan provides a comprehensive framework that prioritizes focus on core functions and ensures City Departments are working together to meet the needs of our residents and businesses. The priorities identified in the Plan will guide decision-making to desired outcomes through strategies and specific actions.

The priorities, strategies and actions that make up the strategic plan evolve over time with the changing needs of the community and organization. During the annual budget process, the City Council reviews and modifies the Plan as necessary and sets annual objectives for all departments that are in line with the City's priorities.

In addition, successful development and implementation of the Strategic Plan requires continued engagement, collaboration, and review with our commissions and citizens.

Outcomes

The primary outcomes for the Strategic Planning Process are threefold:

1. Create alignment among Councilmembers, City Staff, and the Community about the top strategic priorities for the City of Ukiah.
2. Develop a set of operational principles that will guide the practices and decisions of the Council in focusing the strategic priorities.
3. Identify specific mechanisms for tracking these strategic priorities over time that will allow the Council and City Staff to make the necessary adjustments to achieve the strategic priorities.

General Principles

A set of accepted guidelines formed to capture values and priorities that transcend broadly to the strategic plan.

- Our strategies and approaches maintain or enhance the positive characteristics of our community.
- Our decisions reflect fiscal responsibility, reliability, sustainability, and affordability with an understanding and consideration of impacts to the entire organization.
- We look to partner with our community members to promote greater ownership and involvement in their services.
- We look for strategies that increase efficiencies while enhancing customer service.
- Where applicable, we adjust rates and fees to reflect changes in the economy and cost of services.

Components of the Plan

- **Priorities** are guiding statements that describe desired outcomes for our community and organization. A priority may not be completely attainable, but it is used as a point towards which to strive.
- **Strategies** describe what is needed to move the City in the direction of completing each priority.
- **Actions** outline specific steps to be taken to achieve the strategy. Actions are further defined, detailed, and assigned as objectives within each departmental budget.

Strategic Plan Priorities

Enhance Our Neighborhoods: Foster a sense of small-town life by embracing our diversity and providing supporting our residents with quality accessible services and vibrant places that reflect the diversity of cultures within our community (People, Places, & Services)

Develop Quality Infrastructure: Evaluate strategies and best practices to develop and implement a prioritized plan for maintaining and improving public infrastructure and utilities

Plan for the Future: Utilize sound principles for valley-wide planning that include a focused approach on identifying and leveraging partnerships for service delivery to increase efficiencies, capabilities, and resiliency.

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

Value our Team: Ensure Council and staff work together to create a more diverse, inclusive, responsive, and effective workplace environment



Enhance Our Neighborhoods

Foster a sense of small town life by embracing our diversity and providing supporting our residents with quality, accessible services and vibrant places that reflect the diversity of cultures within our community (People, Places, Services)

Recommended Strategy:

Build neighborhoods that provide access for all to a compatible balance of housing, employment, commercial, medical, education, and recreational resources.

Actionable Items:

- Implement a housing plan that works to support the development of all types of housing
- Actively engage with our neighborhoods to align services with ~~their~~ changing needs
- Seek funding opportunities and partnerships to update and add park and recreational facilities
- Work to preserve, conserve, and protect the natural resources/features of the Ukiah Valley and open space
- ~~Develop a Complete Streets transportation network that enables safe access for all users, including pedestrians, bicyclists, motorists, and transit riders of all ages and abilities. provides safe and efficient access to all parts of the city and emphasizes infrastructure that makes it easy to walk and bike~~

Recommended Strategy:

Provide services that support a high quality of life for all residents

Actionable Items:

- Ensure the safety of our community through proactive and responsive community policing and fire services with a focus on ensuring that our team members have the training and resources necessary to appropriately respond to persons with special considerations
- ~~Promote healthy neighborhoods with access for all to quality recreational opportunities~~
- Engage and conduct community-wide surveys to identify gaps and opportunities for changes or additions to our services and programs
- 1. ~~Work with partnering agencies and stakeholders to identify and address the needs of the community's most underrepresented disadvantaged~~

Recommended Strategy:

Embrace new technology, set policy, and evaluate critical infrastructure to encourage and support an environmentally sustainable community.

Actionable Items:

- Provide ongoing education and active engagement of City staff, members of committees and

commissions, contractors, consultants, residents, and independent community groups in alignment with the goals of improving environmental standards and promoting sustainable policies

- Address the climate implications of all policies and actions that come before the Ukiah City Council that have the potential to impact greenhouse gas emissions, carbon sequestration, and disaster preparedness within the City
- Identify and consider a list of actions to restore a safe climate



Develop Quality Infrastructure

Evaluate strategies and best practices to develop and

implement a prioritized plan for maintaining and improving public infrastructure and utilities

Recommended Strategy:

Continue the development and maintenance of a comprehensive Capital Improvement Plan.

Actionable Items:

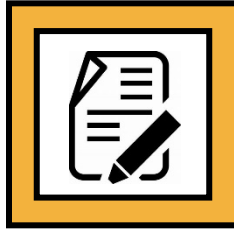
- *Determine current conditions, needs and opportunities, and focus on specific capital improvement projects for the following areas:*
 - o Streets
 - o Sewer
 - o Storm drains
 - o Water
 - o Electric
 - o Landfill

Recommended Strategy:

Identify and/or develop funding for essential and vital infrastructure for the long-term.

Actionable Items:

- Conduct regular evaluation of utility rates to ensure sustainability of services
- Explore and seek grant funding
- Evaluate a potential trench cut fee to protect the community's investment



Plan for the Future

Utilize sound principles for valley-wide planning that include a focused approach on identifying and leveraging partnerships for service delivery to increase efficiencies, capabilities, and resiliency.

Recommended Strategy:

Review and revise land use planning documents to be reflective of the long-term vision for the community

Actionable Items:

- Update the Ukiah General Plan
- Update the City of Ukiah's sphere of influence (SOI)
- Prepare and adopt annexation policies
- Evaluate and amend the city zoning code to improve efficiencies/public service and protect natural resources

Recommended Strategy:

Analyze and consider opportunities for regional partnerships that support or improve the delivery of municipal services

Actionable Items:

- Develop tax sharing agreement with the County of Mendocino
- Implement the participation agreement with the Ukiah Valley Sanitation District
- Continue the development of a plan for the delivery of fire services for the Ukiah Valley
- Develop partnerships with Ukiah Valley water agencies to explore consolidated services for improved efficiency, capability and resiliency



Grow Our Businesses

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

Recommended Strategy:

Identify and remove barriers to economic development while leveraging economic opportunities

Actionable Items:

- Leverage partnerships with other local agencies and stakeholders to provide economic development resources and services for the retention and recruitment of businesses.
- Identify and support the development of public infrastructure needed to support growth

Recommended Strategy:

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

Actionable Items:

- Develop a plan to identify and attract anchor tenants to the downtown core
- Continue efforts to affect positive change with the Palace Hotel
- Coordinate with the County and State for a reuse plan for the Courthouse
- Evaluate and implement Downtown Streetscape Improvement Plan
- Support public infrastructure development at the Perkins Street Depot site in support of the courthouse development and buildout of the property.
- Develop and implement an improved downtown parking plan



Value our Team

Ensure Council and staff work together to create a more diverse, inclusive, responsive, and effective workplace environment

Recommended Strategy:

Promote the core values that are embedded in the operational culture of the organization.

Actionable Items:

Promote~~Redefine~~ organizational practices to embed the core values (Professionalism, Service, Teamwork, Innovation, and Safety) and improve diversity, equity, transparency, and justice

Recommended Strategy:

Develop open communication and workflow practices that cultivate invested team members and community awareness/involvement

Actionable Items:

- Support the implementation of the City's Equity Action Plan
- Develop and expand a public education and outreach plan
- Continue to redesign City Council workflow calendaring and ad-hoc/committee files



AGENDA SUMMARY REPORT

SUBJECT: Review of the Five-Year Capital Improvement Plan.

DEPARTMENT: Finance

PREPARED BY: Mary Horger, Financial Services Manager

PRESENTER: Mary Horger, Financial Services Manager

ATTACHMENTS:

1. CIP -5 year-FYE 2023 - In Progress - Working Draft
2. CIP -5 year-FYE 2023 - In Progress - Working Draft - SUMMARY VERSION
3. Vehicle & Heavy Equipment Request & Justification Forms

Summary: The Council will be reviewing the draft of the updated five-year Capital Improvement Plan (CIP) as part of the development of the 2022/2023 fiscal year budget. This is the initial review of the plan reflecting red-lined changes from the last time the Council reviewed, and includes changes to the current fiscal year, the capital budget proposed for next fiscal year, as well as future capital planning.

Background: The City Council adopts a Five-Year CIP during the budget approval process and adoption for the following fiscal year. The plan is a fluid, living document which is subject to further revisions by the Council during the course of the budget year and each subsequent fiscal year. Projects are approved by the Council on a case-by-case basis. Even though the plan is adopted each year, it is not an automatic authorization for Staff to proceed with a purchase or project, unless it is part of the formal budget adoption of that budget year or brought to Council for approval during the course of the year. Further, formal procurement protocols still apply to all capital acquisitions and projects.

Discussion: This is a review and update of the Five-Year CIP. Provided as Attachment 1 is a copy of the draft updated Five-Year CIP as recommended by Staff.

Updates include:

1. Status of current projects (completed, planned to be deferred, etc.)
2. Proposed additions and project year moves that have occurred since the plan was last adopted for the 21/22 fiscal year.
3. Proposed projects to be considered for future years.

Please note that the updates made to the list are in red font, in an attempt to make it easier for the reader to identify the changes. Additionally, the column for those items proposed for next fiscal year, 2022/2023, is highlighted in yellow, to also assist in easier identification of those items.

Included as Attachment 2 are the draft Vehicle & Heavy Equipment Request & Justification sheets for the items proposed for the 2022/2023 fiscal year.

The initial presentation by Staff at the meeting will include highlights of the changes to the revised draft CIP document and will not include a line by line item review. Council should review the report, and Staff will be available to address/discuss any specific questions.

Once the Council provides comments and direction, and as per the current Budget Development Schedule, Staff will come back to the Council in June for final review and approval, along with the rest of the budget.

Recommended Action: Receive a presentation, and provide Staff with further comments and direction.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager; Dan Buffalo, Finance Director; Dave Kirch, Fleet & Plant Maintenance Supervisor; City Department Budget Teams

Approved: 
Sage Sangiacomo, City Manager

FACILITIES/BUILDINGS/LAND																													
Airport																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Available	Funding Type	Funding Type Add'l Comments	Costs to date	21/22	22/23	23/24	24/25	25/26	26/27	Totals	Comments	City Council Status			
Fencing at Airport	Fencing is needed at the North East corner of the airport property.	Airport	Airport	7775200.52380	18348	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Facilities/ Buildings/Land	New	2022 2023	Airport Fund	Yes	Current Revenues									\$ 30,000		Not Reviewed	✓		
SUB-TOTAL																		\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000				
COMMUNITY SERVICES DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Available	Funding Type	Funding Type Add'l Comments	Costs to date	21/22	22/23	23/24	24/25	25/26	26/27	Totals	Comments	City Council Status			
Todd Grove Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	30022200.80220	18102	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	511 Park Boulevard	Facilities/ Buildings/Land	In Progress	2021 2022	TBD	Yes	Current Revenues	General Fund		\$ 150,000						\$ 150,000	Moved from FYE 21 due to COVID-19. Prioritization and funding source(s) under review. Estimated cost is \$150k. Added funding for FYE 22. Request for Proposal in development.	Budget Adopted	✓		
McGarvey Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	30022200.80220	18116	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	310 Dora Street	Facilities/ Buildings/Land	New	2024 2025	TBD	No	New Revenues	Fiscal Year Allocation TBD								\$ -	Moved from FYE 22. Moved from FYE 24. Prioritization and funding source(s) under review. Estimated cost is \$75k. Exploring the Urban Greening Grant for possible funding.	Reviewed			
McGarvey Park Irrigation	Replace Irrigation System Plan	Community Services	Parks	30022200.80220	18103	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	310 Dora Street	Facilities/ Buildings/Land	New	2022 2024	TBD	No	New Revenues	Fiscal Year Allocation TBD			\$ 10,000					\$ 10,000	Moved from FYE 24. Moved from FYE 22. Suggested \$10k for new landscape plan before moving irrigation and repaving paths. Prioritization and funding source(s) under review. Estimated cost is \$10k for new landscape/irrigation plan, \$100k for construction of irrigation, plantings, and repaving paths. \$10k recommended for repair.	Reviewed			
Pool Pump House	The pool pump house pool is in need of replacement due to age and general deterioration of the building.	Community Services	Parks	10022100.80220	18012	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	511 Park Boulevard	Facilities/ Buildings/Land	Deferred	2021 2023	TBD	No	New Revenues	Fiscal Year Allocation TBD								\$ -	Project was formerly called "Pool Block House". Looking for funding. Moved from starting FYE 21. Prioritization and funding source(s) under review. Estimated cost is \$250k.	Reviewed			
Riverside Park	State grant to provide some grading, flood surveying, debris removal and planting.	Community Services	Parks	30522250.80220	18014	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	1281 East Gobbi Street	Facilities/ Buildings/Land	In Progress	2018 2021	Grant	Yes	New Revenues	Grant funded.	\$ 175,592	\$ -	\$ 832,000					\$ 832,000	RFP for design process is complete 12/2018; Hydrology studies and CEQA complete. Work expected to start in late spring or early summer, with expectation of project completion in FYE 22. Most recent schedule indicates bidding in the fall of 21. Moved from FYE 22. Master plan complete, CEQA review close to finished. Construction anticipated to start in Summer with project completion due 12/31/22.	Budget Adopted			
Wagenseller Park Plan	Park master plan needed once a site is identified.	Community Services	Parks	30022200.80220	18063	N/A	Neil Davis	ndavis@cityofukiah.com	Orchard and Brush Street	Facilities/ Buildings/Land	New	2022 2023	Capital Projects	No	New Revenues	Potential for Prop 68 funding.								\$ -	Location and funding source(s) under review. Need to explore grant funding. Department estimate/request is \$3.5 million.	Reviewed			
Wagenseller Park Development	In 2017 the Community Development Department began work on a Wagenseller Park Feasibility Analysis. It has been determined through the analysis and other surveys a park is needed in the Wagenseller area. Extensive landscaping, equipment purchase and installation needed.	Community Services	Parks	30022200.80220	18063	N/A	Neil Davis	ndavis@cityofukiah.com	Orchard and Brush Street	Facilities/ Buildings/Land	New	2023 2024	Capital Projects	No	New Revenues	Staff will continue to seek grant funding for development. Potential for Prop 68 funding.				\$ 875,000				\$ 875,000	Working with RCHDC to determine location along with seeking grant funding. Reduced the amount from \$950k, to break out the Master Plan into a separate line item. Moved from FYE 23.	Reviewed			
Todd Grove Park Wall and Parking Safety Issues	Develop a conceptual design and maintenance plan for the wall, as well as addressing parking safety issues around the park. The design would likely including low impact development features to provide a buffer between vehicles and the wall. The goal is to get a project ready for potential grant funding.	Community Services	Parks	10022200.80220	18071	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	1281 East Gobbi Street	Facilities/ Buildings/Land	In Progress	2021 2022	General	Yes	New Revenues	Potential Water Recharge Grant	\$ 12,000							\$ 12,000	Council refers to Park & Recreation Commission for review and consideration for concept and funding for parking & safety issues. Parks, Recreation and Golf Committee provided staff with some suggested action. Staff continues to research the project. Moved from FYE 21. RFP in development.	Budget Adopted			
Todd Grove Park and Pool Recreation Facility	Addition of Recreation Building to the Pool Facility where the unusable kiddie pool is. This will eliminate the Splash Pad and Day Camp Office projects from this CIP list. Facility will serve Day Camp, Recreation Classes, Facility Rentals, Trainings, Meetings, Youth Sports Practices and Green Room for Concerts.	Community Services	Parks/Aquatics/Recreation	30022200.80220	TBD	N/A	Jake Burgess	jburgess@cityofukiah.com	511 Park Boulevard	Facilities/ Buildings/Land	New	2021 2022	Grant Funded	No	New Revenues	Fiscal Year Allocation TBD								\$ -	New project which will eliminate duplication and serve multiple divisions and functions. Prioritization and funding source(s) under review. Estimated cost is \$1 million.	Reviewed			
Civic Center Front of Building Replacement of Tile, Clean and Paint	The missing and/or broken, front of building needs cleaning and painting.	Community Services	Building & Grounds Maintenance	20822500.80220	18106	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	In Progress	2021 2022	General	Yes	New Revenues	Utilizing Building Fund Reserves.		\$ 80,000						\$ 80,000	The Civic Center Buildings have been power washed/ cleaned. Project deferred. Moved \$45k from FYE 20, and moved \$35k from FYE 21 due to COVID-19. Combined budget for FYE 22 and FYE 23 into one budget for FYE 22. Moved from FYE 22.	Reviewed	✓		
Civic Center Bathroom Tile	The tiles in the bathrooms at the Civic Center have come loose and are creating a tripping hazard. Tile needs to be removed and replaced. Cement floor needs to be treated to exclude calcium intrusion.	Community Services	Building & Grounds Maintenance	20822500.80220	18107	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	Deferred	2021 2022	General	Yes	Current Revenues	Utilizing Building Fund Reserves.		\$ 35,000						\$ 35,000	Moved to FYE 22 due to COVID-19. Moved from FYE 22.	Reviewed	✓		
Civic Center Roof Replacement	Roof and skylights are showing signs of failure. Failed over dispatch and a temporary tarp roof was implemented.	Community Services	Building & Grounds Maintenance	20822500.80220	18319	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2022 2023	Internal Allocations	Yes	New Revenues	Indirect cost allocation.		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			\$ 400,000	Department estimates roof replacement/repair cost at \$400,000. Capitalize costs over the next 4 years.	Not Reviewed			
Civic Center Police Parking Cover Insulation Replacement	The insulation in the exterior parking cover has failed that cover the public safety vehicles. To protect police vehicles and improve aesthetics.	Community Services	Building & Grounds Maintenance	20822500.5630	18320	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2024 2025	Internal Allocations	No	New Revenues			\$ 35,000						\$ 35,000		Not Reviewed	✓		
Civic Center HVAC Replacement	HVAC units are aging and failures are imminent.	Community Services	Building & Grounds Maintenance	20822500.5630	TBD	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2024 2025	Internal Allocations	No	New Revenues				\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000	Replace two units per year	Not Reviewed			
Civic Center Lunch Room Floor Replacement	Replace floor in lunch room due to water intrusion from bathroom leak.	Community Services	Building & Grounds Maintenance	20822500.5630	TBD	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2024 2025	Internal Allocations	No	New Revenues					\$ 10,000				\$ 10,000		Not Reviewed			
Bank of America Building Acquisition, Renovation, and Services Relocation	Procurement of BoFA building on S. State, rehabilitation, service relocation, and reconfiguration of Civic Center.	Community Services	Building & Grounds Maintenance	20822500.80220	18176	N/A	Shannon Riley	sriley@cityofukiah.com	501 South State Street	Facilities/ Buildings/Land	In Progress	2020 2022	External Financing	Yes	New Revenues	Purchase Completed FY 2021; Rehabilitation Costs TBD, Funded by Series 2020A Bond	\$ 762,562	\$ 1,326,679						\$ 1,326,679	Council has approved acquisition of building and is aware of estimated rehab costs. Council still needs to review master plan, including transfer of services and reconfiguration of Civic Center admin. Moved from FYE 22. Revised amount from \$1,623,213 due to current available bond funds.	Reviewed and Supported			
Security Fencing at Ukiah Valley Police Department Parking/Entrance/Exit Areas	Currently the Ukiah Police Department parks their vehicles, enters and exits the station on the south side of the Civic Center. This area is unsecured and a high security risk to those entering and exiting the building & vehicles. Securing the area with fencing and gates that only UPO and Staff have access to will provide the necessary safety needed for the UPO. Fencing and a gate would be installed near the entrance at Oak Street, follow the driveway to the Civic Center building. An additional gate would be installed near the Fire bay doors closer to Dora Street and run down the driveway back toward Oak Street.	Community Services	Building & Grounds Maintenance	20825000.80220	18187	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2025 2026	New Revenues	No	New Revenues	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review. Department estimate/request is \$400,000-500,000.	Reviewed			
Carpet Replacement - Police Department Offices	The carpet in the Police Department offices is extremely worn with spots that can no longer be removed, along with some areas that are torn.	Community Services	Building & Grounds Maintenance	20825000.80220	18176	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2021 2022	Internal Service	Yes	New Revenues	Funded by Series 2020A Bond		\$ 51,000						\$ 51,000	Moved from FYE 21 due to COVID-19. Part of larger Civic Center service relocation and reconfiguration project. Moved from FYE 22.	Budget Adopted			
Train Depot HVAC	Replace failing HVAC at the Train Depot.	Community Services	Building & Grounds Maintenance	20822500.5630	18255	N/A	Kerry Randall	krandall@cityofukiah.com	247 East Perkins	Facilities/ Buildings/Land	Completed	2021 2022	General	Yes	New Revenues		\$ 8,000							\$ 8,000	Unit failed. Heating and air are not working. Tenants are complaining. Evaluation from contractor confirms replacement necessary. Repair has been completed.	Budget Adopted			
Observatory House Sewer Lateral	Replace sewer lateral connection at the Observatory House.	Community Services	Building & Grounds Maintenance	30222220.5630	18321	N/A	Kerry Randall	krandall@cityofukiah.com	432 Observatory Avenue	Facilities/ Buildings/Land	New	2022 2023	General	Yes	New Revenues			\$ 15,000						\$ 15,000	Existing sewer lateral has a 90 degree turn and is causing regular sewage backups.	Not Reviewed			
Observatory House and Buildings Exterior Paint	Paint, repair and replace trim as needed.	Community Services	Building & Grounds Maintenance	30222220.5630	18322	N/A	Kerry Randall	krandall@cityofukiah.com	432 Observatory Avenue	Facilities/ Buildings/Land	New	2022 2023	General	Yes	New Revenues			\$ 20,000						\$ 20,000	House paint has deteriorated and must be repainted to retain the integrity of the wood siding and trim. Historic Observatory also in need of maintenance.	Not Reviewed	✓		
Observatory House ADA Ramp	Replace temporary ADA ramp built ten years ago with a permanent ADA ramp.	Community Services	Building & Grounds Maintenance	30222220.5630	18323	N/A	Kerry Randall	krandall@cityofukiah.com	432 Observatory Avenue	Facilities/ Buildings/Land	New	2022 2023	General	Yes	New Revenues				\$ 15,000					\$ 15,000	Priority item for building code compliance.	Not Reviewed			
Picnic Area at Todd Grove Park	The Todd Grove picnic area is in need of replacing the asphalt surface area, barbeque and tables. There is currently \$50,000 in Park Development Funds 25100000.39044 to begin planning and design of the area.	Community Services	Parks	30022200.80220	18013	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	600 Live Oak Avenue	Facilities/ Buildings/Land	New	2021 2022	Capital Projects	Yes	New Revenues	Utilizing Park Development funds and General Funds. Will also be seeking grant funding.	\$ -	\$ 100,000						\$ 100,000	Moved to FYE 22 due to COVID-19. Increased from \$50k. Moved to FY23 due to potential funding exploration with Caltrans Clean CA Grant.	Budget Adopted			
Todd Grove Park Play Equipment Replacement	The State of California Health and Safety Code calls for all public agencies operating playgrounds, shall upgrade their playgrounds by replacement or improvements as necessary. Replacement is necessary due to the age of the equipment, the rising cost of replacement pieces, and safety concerns.	Community Services	Parks	30322380.8010	18009	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	600 Live Oak Avenue	Facilities/ Buildings/Land	In Progress	2020 2021	Grant	Yes	New Revenues	\$177k grant funded, balance General Fund	\$ 230,000							\$ 230,000	Prop 68 Per Capita Funding. Moved from FYE 20. Moved from FYE 21. Procurement in progress.	Budget Adopted	✓		
Playground Equipment Replacement - Oak Manor	Replacement of this equipment is necessary, due to the age and high usage of this equipment, as well as safety concerns. Staff will be seeking grant funds to assist with the cost.	Community Services	Parks	30322380.8010	18010	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	500 Oak Manor Drive	Facilities/ Buildings/Land	New	2022 2023	Grant	No	New Revenues	Seeking grant funding.		\$ 100,000						\$ 100,000	Staff applied for Prop 68 funds for park renovations including new playground equipment. Awards have not been announced.	Reviewed	✓		
Softball Fields Restroom Concession Building Roof Replacement	Replace roof at softball fields.	Community Services	Parks	30022210.80220	18110	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	901 River Street	Facilities/ Buildings/Land	New	2020 2021	TBD	No	New Revenues	Fiscal Year Allocation TBD													

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

FINANCE DEPARTMENT																																		
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status							
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27										
Card Lock Phase II	The Police Department is in need of providing a more controlled, secure environment for their officers and employees. Administrative offices and additional doors in the Civic Center and Annex are also under consideration. Card lock provides access security to all entrances and exits using key fobs and access cards. Some key doors in the Civic Center and Annex contain card locks and are providing a high level of access security. This would provide additional public safety as well.	Finance	IT	20822500.8022-0	15019	N/A	Ryan Burkhart	rburkhart@cityofutah.com	300 Seminary Avenue	Facilities/ Buildings/Land	In Progress	2021	2022	Internal Service	No	Current Revenues				\$	\$ 85,000					\$	85,000	This would be an expansion to the existing Card Lock system. Moved from FYE 21 due to COVID-19. Updated 21/22 cost from \$83k since the past estimate was from 2015 (approximation without revised quote in hand.)	Reviewed					
SUB-TOTAL																			\$	-	\$	85,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	85,000
FIRE AUTHORITY																																		
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status							
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27										
Fire Station Upgrades and Retrofits	The Fire Stations are in dire need of an upgrade. At the South Station (due to the building's layout and size) UVFA has currently outgrown the living space. The station needs to include additional bedrooms, a bathroom with an extra shower, office space, and installing security measures to protect the facility and fire equipment. This upgrade will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs. It will also comply with the current fire code by installing a sprinkler system. The North Station is also in need of improvements to the grounds and security of the station. The driveway and pad require repair, which would reduce the impact on department equipment.	Fire Authority	City/District	T&D	T&D	N/A	Doug Hutchison	dhutchison@cityofutah.com	1400 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2023	2023	T&D	No	New Revenues	Fiscal Year Allocation-T&D									\$	-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$250,000; Additional evaluation of North Station Location is needed prior to expending substantial funding on existing location. Removing and addressing each station separately.	Reviewed					
Emergency Standby Generators	This project will include placing two external generators with automatic transfer capabilities at the North and South Stations. The project also includes updates to the current electrical system and panels to integrate the building's generators. These generators will allow for power at the stations during an emergency or planned power outage. The facilities must be able to operate and carry out the Authority's mission regardless of outside influences; making both stations self-sufficient. As planned power outages are expected to continue for the foreseeable future, along with sporadic emergency outages, the Authority must maintain power for critical infrastructure needed to complete our mission.	Fire Authority	City/District	T&D	T&D	N/A	Doug Hutchison	dhutchison@cityofutah.com	1400 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New			T&D	No	New Revenues	Fiscal Year Allocation-T&D									\$	-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$120,000; Removing and addressing with each station separately.	Reviewed					
South Station Replacement	The South Station (Station 681) has surpassed its useful life span as the facility infrastructure no longer meets the needs of the UVFA as current staffing levels have outgrown the existing living space. Station 681, initially a California Highway Patrol station, was converted into a fire station and designed to house one full-time staff member; UVFA currently staffs the station with three full-time team members per day (24-hours). Additionally, as UVFA grows, it is anticipated that a full-time ambulance with another two full-time team members will be there per day in the foreseeable future. Station 681's current footprint would not be equitable or appropriate for use or a remodel due to size. Complete replacement of the station is necessary, also a consideration for station location, selecting a strategic location to give the most optimal service to the Utah Valley.	Fire Authority	District	91521400.8022-0	18334	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	T&D	No	New Revenue	Seeking grant funding.									\$	-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$10 million.	Not Reviewed					
North Station Replacement	The North Station (Station 683) has surpassed its useful life span as the facility infrastructure no longer meets the needs of the UVFA as current staffing levels have outgrown the existing living space and equipment storage. Station 683 was purchased as a temporary solution to have equipment and personnel stationed in the north end of Utah Valley for strategic planning and deployment of services. UVFA currently staffs the station with three full-time team members per day (24-hours). As with all other UVFA stations, it is anticipated that a full-time ambulance with another two full-time team members will be there per day in the foreseeable future. Station 683's current footprint would not be equitable or appropriate for use or a remodel due to size. Complete replacement of the station is necessary, also a consideration for station location, selecting a strategic location to give the most optimal service to the Utah Valley.	Fire Authority	District	91521400.8022-0	18335	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	T&D	No	New Revenues	Seeking grant funding.									\$	-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$10 million.	Not Reviewed					
Central Station Retrofit	The Central Fire Station (Station 682) is in need of upgrades and retrofit. Station 682, until recently, was used as equipment storage and base of operations for volunteers, along with housing the On-Duty Duty Officer. It currently is staff with the Duty Officer and one full-time ambulance staffed by two team members per day (24-hours). Retrofits and upgrades are needed for bedrooms, bathrooms, office space, kitchen, living space, apparatus bay, the exterior (including roof repairs), heating and cooling systems, and installing security measures to protect the facility and fire equipment. These upgrades/retrofits will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs as it is anticipated that additional staffing (fire/EMS) will be added in the foreseeable future.	Fire Authority	City	10021210.8022-0	18336	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	T&D	No	New Revenues	Seeking grant funding.									\$	-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$80,000	Not Reviewed					
Training Tower Grounds	The County of Mendocino received a large sum of funds from PG&E as part of the restitution settlement. As part of the settlement agreement, the County has set aside funds for fire service training; thus, the County of Mendocino is purchasing a sizeable 5-story training tower for the Fire Services in Mendocino County. An MOU is currently being created between the County of Mendocino and Utah City to maintain the training facility. This facility and grounds have the ability to serve multiple departments within the municipality (Fire, Police, Utilities, etc.) for training purposes. With the placement of the tower, the grounds (i.e., pavement, water system, electric, additional training props, etc.) will be the city's responsibility.	Fire Authority	City	10021210.8022-0	18337	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	T&D	No	New Revenue	\$399,971 from PG&E Settlement Funds for Tower	\$ 399,971	\$	399,971	\$	25,000			\$	424,971	The \$399,971 for the tower purchase is covered by the grant and \$25k is for initial site work to prepare the site for installation. **Additional site work and improvements will likely be necessary depending on final location and needs. **	Reviewed						
Training Room - Central Station	The Training Room and the Central Fire Station (Station 682) require upgrades and retrofitting. The central training room is currently the primary training classroom; it also serves as the Emergency Center of Operations (ECOC) in a catastrophic event for the city or surrounding area. As technology has rapidly changed, the room needs to be upgraded to match the changes to give our team members the tools needed to complete our mission. Additionally, UVFA identified an issue with the availability or lack of training relying on outside resources. After identifying the problem, strategic planning was put into place to bring our team members the necessary and required training in-house, thus requiring upgrades. Upgrades include tables, chairs, audio, video, internet accessibility, phone systems (including 911 operability), internal & external communication capabilities, whiteboards, planning boards, etc.	Fire Authority	City	10021210.8022-0	18338	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	T&D	No	New Revenues	Seeking grant funding.									\$	-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$50,000.	Not Reviewed					
SUB-TOTAL																			\$	399,971	\$	399,971	\$	25,000	\$	-	\$	-	\$	-	\$	-	\$	424,971
PUBLIC WORKS DEPARTMENT																																		
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status							
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27										
HVAC Upgrade - Garage	The garage's heating and air is inefficient, old and needs to be upgraded--An upgrade will provide economical benefits in energy savings.	Public Works	Corporation Yard	20824300.8022-0	18026	N/A	David Kirch	dkirch@cityofutah.com	6320 Airport Road	Facilities/ Buildings/Land	Deferred	2020	2023	Internal Service	No	Internal Services										\$	-	Look for alternative energy sources as part of the consideration of this project. Moved from FYE 21 due to COVID-19. CS2k removed from FYE 23. Will be part of Corp Yard Renovation Project.	Reviewed					
Corporation Yard Rehabilitation	Conduct a needs assessment to determine the best and most effective way to rehabilitate the Corporation Yard for the Water, Sewer, Street and Fleet Maintenance.	Public Works	Corporation Yard	20824300.8022-0	68990	N/A	David Kirch	dkirch@cityofutah.com	6320 Airport Road	Facilities/ Buildings/Land	New	2024	2024	Internal Service	Yes	New Revenue										\$	-	Needs Assessment for Corp Yard Facility--Moved from FYE 21 due to COVID-19. Moved from FYE 23--SS0k removed from FYE 22. Will be part of Corp Yard Renovation Project.	Reviewed					
Corporation Yard Renovation Project	Complete renovation of existing Corporation Yard, teardown of all accessory buildings and build new structures for Streets, Water & Sewer staff and whatever else is deemed necessary from study.	Public Works	Corporation Yard	20824300.8022-0	18190	N/A	David Kirch	dkirch@cityofutah.com	1320 Airport Road	Facilities/ Buildings/Land	New	2022	2023	Series 2022 Lease Revenue Bonds	Yes	New Revenues			\$	1,500,000	\$	13,500,000				\$	15,000,000	Needs Assessment for Corp Yard Facility--Moved from FYE 21 due to COVID-19. Moved from FYE 23. Estimated cost in 21/22 is for plans and specs/study work.	Reviewed					
SUB-TOTAL																			\$	-	\$	1,500,000	\$	13,500,000	\$	-	\$	-	\$	-	\$	-	\$	15,000,000
WATER RESOURCES DEPARTMENT																																		
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status							
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27										
Upgrade HVAC Units on Building- WWVP	Upgrade HVAC units in Operations and Equipment Buildings due to parts being unavailable.	Water Resources	Wastewater Treatment Plant	84027225.5612-0	18129	N/A	David Kirch	dkirch@cityofutah.com	300 Plant Road	Facilities/ Buildings/Land	New	2021	2022	Enterprise	Yes	Current Revenues		\$	42,000	\$	150,000					\$	150,000		Reviewed					
Machinery Storage Cover	Install a machinery cover area to protect equipment from weather.	Water Resources	Wastewater Treatment Plant	84027225.8022-0	18256	N/A	Alan Hodge	ahodge@cityofutah.com	300 Plant Road	Facilities/ Buildings/Land	New	2021	2022	Enterprise	Yes	Current Revenues			\$	15,000						\$	15,000		Reviewed					
Upgrade HVAC Units on Building- WTP	Due to aging infrastructure upgrades are needed to the HVAC system at the Water Treatment Plant	Water Resources	Water Treatment Plant	82027111.5630-0	18349	N/A	David Kirch	dkirch@cityofutah.com	935 River Street	Facilities/ Buildings/Land	New	2022	2023	Enterprise	Yes	Current Revenues					\$	70,000				\$	70,000		Reviewed					
Well 3 Improvements	Improve Well 3 building enclosure.	Water Resources	Water Treatment Plant	82227113.8022-0	TBD	N/A	Shelly Wagernet	lwagernet@cityofutah.com	Vichy Springs Road	Facilities/ Buildings/Land	New	2025	2026	Enterprise	Yes	Current Revenues							\$	150,000	\$	150,000		Reviewed						
Replace Roof at WTP	Replace roof at the Water Treatment Plant.	Water Resources	Water Treatment Plant	82227113.8022-0	TBD	N/A	Shelly Wagernet	lwagernet@cityofutah.com	935 River Street	Facilities/ Buildings/Land	New	2025	2026	Enterprise	Yes	Current Revenues							\$	100,000	\$	100,000		Not Reviewed						
Replace Roof at Pump Station	Roof replacement at the high service pump station.	Water Resources	Water Treatment Plant	82227113.8022-0	TBD	N/A	Shelly Wagernet	lwagernet@cityofutah.com	935 River Street	Facilities/ Buildings/Land	New	2026	2027	Enterprise	Yes	Current Revenues							\$	50,000	\$	50,000		Not Reviewed						
SUB-TOTAL																			\$	42,000	\$	165,000	\$	70,000	\$	-	\$	-	\$	250,000	\$	50,000	\$	535,000
TOTALS FOR FACILITIES/BUILDINGS/LAND :																			\$	4,417,330	\$	2,923,471	\$	19,544,684	\$	2,885,000	\$	1,275,000	\$	1,400,000	\$	100,000	\$	28,063,155

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

INFORMATION TECHNOLOGY																													
FINANCE DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27					
Core - 4 Cisco 3750 Switches - End of Life - Replacements	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They are nearing end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	20913900.8010	17044	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2019	2023	Internal Service	Yes	Current Revenues		\$ 54,399		\$ 100,000					\$ 100,000	Cisco extended the warranty of two of the switches, so the cost ended up much lower than originally anticipated. Costs to date reflect encumbered funds.	Reviewed	✓	
Redundant Internet Gateway (Fail-over Load Balancer)	Our current AT&T Internet gateway provides service to all of the City of Ukiah departments for Internet access, as well as Public Safety access to law enforcement websites and other important services. If service fails, we do not have a failover scenario in place. A failover scenario would involve an additional Internet Gateway with a different Internet service provider (ISP). If one ISP fails, the gateway would failover to the alternate one available. This would ensure service availability, virtually 100% of the time.	Finance	IT	20913900.8010	17046	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	Ongoing	2021	2023	Internal Service	Yes	Current Revenues			\$ 83,400	\$ 24,200					\$ 107,600	This is contingent on our Cloud Data and Server Migration in 21/22, which will determine necessary bandwidth for our current gateway.	Reviewed	✓	
Dell Compellent Storage - 5 year cyclic end of life replacement	The Dell Compellent Storage serves as our main live data storage for the City of Ukiah. It is used in conjunction with our four Virtual Machine Hosts, which control and offer resources to all of our virtual servers. This basically contains the majority of our production servers upon which all City of Ukiah data services reside. In addition, our VMM (Virtual Machine Manager) server operates as stated. It manages all of the virtual servers within the infrastructure. Dell-4 VM Hosts & Virtual Machine Manager Server - 5 year cyclic - end of life - replacement (reference) \$290,000 at approximately \$50,000/year x 5 years-This also includes refresh/replacement of the end-of-life APC battery back-up system for the Data Center which includes replacement of end of life batteries.	Finance	IT	20913900.8010	17047	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	On-going	2021	2026	Internal Service	No	Current Revenues		\$ 164,491							\$ 164,491	Department is exploring cloud storage solution where a portion of this may not be necessary. Added financing through FYE 26. Moved to begin in FYE 23 as project continues to be reviewed. Project is in progress, as the purchase was recently approved by Council. Total cost reduced from \$236k. Project is internally financed by the General Fund, and is slated to be paid back in FYE 23.	Reviewed	✓	
Cisco Access Switch EOL Replacement	These switches connect the City's computers, phones, printers, and Wi-Fi units into the core infrastructure. The switches allow these devices to connect to the Internet and internal servers. They will be End-Of-Life and will no longer be supported by the manufacturer.	Finance	IT	20913800.8010	18100	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	In Progress	2022	2023	Internal Service	No	Current Revenues				\$ 180,000						\$ 180,000		Reviewed	✓
Cisco Nexus Switch EOL Replacement	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They will be end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	20913900.8010	T80	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2024	2025	Internal Service	No	Current Revenues						\$ 110,000				\$ 110,000		Reviewed	
Broadband for All City Sites	Full City broadband connectivity expected by the end of the fiscal year 2023.	Finance	IT	20913900.5432	T80	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2022	2023	Internal Service	Yes	New Revenues	Seeking grant funding								\$ -	Prioritization and funding source(s) under review. Need to explore grant funding. Department estimate/request is not known at this time.	Not Reviewed		
Network Routers for All City Sites	End of Life Routers at all City sites need to be replaced, as these constitute security breaches from old firmware, etc. Also, support is not available in case of outages.	Finance	IT	20913900.5433	18328	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2022	2023	Internal Service	Yes	New Revenues				\$ 20,000						\$ 20,000		Not Reviewed	✓
Wireless Mesh	This will provide a broadband wireless communication network for our Police Department across the Ukiah Valley, as well as provide Wi-Fi access for other departments and divisions. Site surveys will be required to establish back-haul points which will accommodate multi-point wireless antennas. A pilot site will begin Phase I, to establish the first back-haul point for testing purposes. Phase II will establish the installation of additional multi-point wireless antennas, followed by the Wi-Fi implementation that will supplement other City department projects.	Finance	IT	20913900.5433	18329	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2022	2023	Internal Service	Yes	New Revenues	Seeking grant funding									\$ -		Not Reviewed	
SUB-TOTAL																			\$ 54,399	\$ 247,891	\$ 324,200	\$ -	\$ 110,000	\$ -	\$ -	\$ 682,091			
FIRE AUTHORITY																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27					
Mobile Data Terminals (MDT)	The Ukiah Valley Fire Authority has begun to modernize utilizing wireless data through Mobile Data Terminals (MDT) to enhance safety, reduce repetitive radio communications, and access live up-to-date data. In an ever-changing environment in Fire Operations, the need for mobile field data rises, these units will allow us to track and send out information vital to the success of our mission. This equipment also allows us to have real-time data on the location of units to allow for a safer environment for our team members. Additionally, these units will tie into the CalFire system allowing for better, faster, and more reliable information to be passed between agencies in the field. The Terminals use Mobile Wireless, GPS, & Satellite communications allowing for increased situational awareness in severe operational environments.	Fire Authority	City Fire	Multiple	18271	N/A	Doug Hutchison	dhutchison@cityofukiah.com	300 Seminary Avenue	Information Technology	In Progress	2021	2022	General	Yes	Current Revenues			\$ 173,830						\$ 173,830	Funds to be used are 710, 100, 915 and 917. Purchase Order has been issued, and project is in progress. Budget had been revised from \$121,800.	Budget Adopted	✓	
SUB-TOTAL																			\$ -	\$ 173,830	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 173,830			
POLICE DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27					
Mobile Computer Terminals and Wireless Routers Replacement	The Ukiah Police Department has utilized Mobile Computer Terminals within Police vehicles since 2006, to reduce radio communications and provide officers with access to enhanced data. As reporting requirements increase and the need for field data entries rise the need for this technology will increase as well. The Mobile Computer Terminals use a Mobile Wireless Router to transmit and receive information including video and audio recordings captured by the vehicle mounted cameras. The hardware and operating system currently in use were deployed in 2015 and is at end of life and unsupported, failing more often, requiring increased down time for repairs.	Police	Police	10020210.5433	18258	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Information Technology	Completed	2021	2022	General	Yes	Current Revenues	Grant funding may be available.	\$ 51,007	\$ 85,000						\$ 85,000	Moved from FYE 23 due to failing equipment, and reduced amount from \$125k. Project is now complete.	Budget Adopted		
Police Department Computer Aided Dispatch & Mobile Digital Terminal Software	The Ukiah Police Department has been using the same Computer Aided Dispatch (CAD) platform since 1998. The provider of this CAD system changed ownership multiple times, since our initial purchase. Currently there are only 6 agencies in the state using this system and it does not have standard functionality such as mapping. It is likely that this CAD system will be discontinued in the future. Fortunately, the current owner of this old system is our Records Management System provider and offers a modernization upgrade. This would allow for the seamless flow of information from our CAD system, Records Management System and our MDT's. This modernization software would also provide a mapping component to our CAD and MDT software which is an industry standard now.	Police	Police	10020210.5433	T80	N/A	Tracey Porter	tporter@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2023	2026	General		New Revenues	May explore financing options.				\$ 90,325	\$ 180,651	\$ 220,617		\$ 491,593	Cost of project per Fiscal year may vary depending on start date, but total cost is identified.	Not Reviewed		
Police Department Server Room Battery Backup	The Ukiah Police Department maintains a universal power supply, which is failing and past its life cycle. This UPS is a battery backup system which is needed to maintain phone and radio communications in our Emergency Dispatch Center in the event of a power outage and generator failure.	Police	Police	10020210.5410	18330	N/A	Tracey Porter	tporter@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2022	2023	General		New Revenues				\$ 38,727					\$ 38,727	Cost of project includes equipment and on site service and setup.	Not Reviewed	✓	
SUB-TOTAL																			\$ 51,007	\$ 85,000	\$ 28,727	\$ 90,325	\$ 180,651	\$ 220,617	\$ -	\$ 605,320			
TOTALS FOR INFORMATION TECHNOLOGY:																			\$ 106,006	\$ 506,721	\$ 352,927	\$ 90,325	\$ 290,651	\$ 220,617	\$ -	\$ 1,461,241			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

INFRASTRUCTURE																													
AIRPORT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
																			21/22	22/23	23/24	24/25	25/26	26/27					
Runway 15-33 Pavement Reduction (Construction Phase 2)	Runway 15-33 is currently 4,423 feet long and 150 feet wide. The project will reduce width to 75 feet. New pavement marking will be applied. New LED runway lighting will be installed, which was formerly identified as PC 18159.	Airport	Airport	77825200.8023-0	18032	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	In Progress	2021	2022	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.	\$ 3,245,255							\$ 3,245,255	The FAA has made cost and project scope adjustments. 90% FAA Grant, 5% Caltrans. Moved from FY 19/20 due to FAA funding timing. Moved from 20/21. FAA funding not currently available for this project.	Budget Adopted	✓	
Pavement Rehabilitation of Taxiways A, A3 and A5 - Design	This project is for the design of Taxiways A (4,540'x55'), A3 (250'x45'), and A5 (250'x45') pavement rehabilitation assumed to be a crack fill, seal and slurry.	Airport	Airport	77825200.8023-0	18034	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2023	2024	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.			\$ 250,000					\$ 250,000	The FAA has made cost and project scope adjustments. Moved from FY 21/22, and increased by \$88,385. Moved from FY 22/23, and increased from \$148,385.	Reviewed and Supported		
Pavement Rehabilitation of Taxiways A, A3 and A5 - Construction	This project will cover construction to rehabilitate pavements of Taxiways A (4,540'x55'), A3 (250'x45') and A5 (250'x45').	Airport	Airport	77825200.8023-0	18035	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2024	2025	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.					\$ 2,850,000		\$ 2,850,000	The FAA has made cost and project scope adjustments. Moved from FY 22/23, and increased by \$839,200. Moved from FY 24/25, and increased from \$1,359,200.	Reviewed and Supported			
Airport Apron Slurry Seal	As an ongoing maintenance item, slurry seal on airport aprons.	Airport	Airport	77725200.5600-0	18332	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues	Airport Operations Budget	\$ 10,000							\$ 10,000	As an ongoing maintenance item, slurry seal on airport aprons.	Not Reviewed	✓	
Master Plan	The Master Plan would focus on updating aviation activity forecasts, runway length analysis, long-term development plans, and financial self-sufficiency/revenue generation.	Airport	Airport	77825200.5210-0	TBD	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2023	2024	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.		\$ 450,000			\$ 450,000			\$ 450,000	Conduct study in FY 23/24 and complete in FY 24/25.	Not Reviewed		
SUB-TOTAL																			\$ -	\$ 3,245,255	\$ 10,000	\$ 700,000	\$ -	\$ -	\$ 2,850,000	\$ 6,805,255			
ELECTRIC UTILITY DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
																			21/22	22/23	23/24	24/25	25/26	26/27					
Upgrade fish hatchery pumps and controls (Hydro)	Control upgrades to provide expanded abilities: 1. Remote control and monitoring from the fish hatchery and 2. Emergency station light and power backup to the hydro plant. Upgrade fish hatchery pumps and flow meters.	Electric Utility Department	Technical Services	80126100.8023-0	18037	N/A	James O'Brien	obrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2022	Enterprise	Yes	Reserves			\$ -	\$ 260,000						\$ 260,000	Spec complete for pump replacement. Changed description to clarify scope. Moved from FYE 22, and added \$60k.	Budget Adopted	✓
Automate Station Light & Power, Pump & Generator Controls (Hydro)	Hydro Plant control and power upgrades to automate emergency station light and power and hatchery backup pumps. Replace station light & power, upgrade station service switchgear.	Electric Utility Department	Technical Services	80126100.8023-0	18118	N/A	James O'Brien	obrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	In Progress	2022	2023	Enterprise	Yes	Reserves				\$ 150,000						\$ 150,000	Moved from FYE 21, and increased from \$80k. Design to be outsourced, engineering budgeted for 21/22. Pushed to 22/23 and increased budget from \$120k due to inflation.	Budget Adopted	
Community Power Management Projects	Power pedestal replacement program goals includes reducing energy loss, improve lighting/access control, safety and availability of power in public places. Includes charging stations and power pedestals.	Electric Utility Department	Administration	80126100.8023-0	18040	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	Completed	2018	2022	Enterprise	Yes	Current Revenues		\$ 114,053	\$ 60,000							\$ 60,000	Redbudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project. Project complete. Six community power peds installed at Alex Thomas Plaza & Todd Grove Park for community events.	Budget Adopted	
Fairgrounds 4160 to 12,000 volt Conversion	Replaces existing low voltage (4160V) system with 12,000 Volt primary rated cable and transformers and secondary conductor. Fairgrounds to provide USERC specified metering and underground duct. Removes existing low voltage (4160V) system.	Electric Utility Department	Distribution	80126100.8023-0	18041	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	In Progress	2019	2024	Enterprise	Yes	Current Revenues		\$ 2,551	\$ 225,000	\$ 150,000	\$ 75,000					\$ 450,000	Redbudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project. Reduced amount for FYE 20 by \$120k, and changed funding in FYE 22 & 23. Moved forward by 1 year, project completing 23/24. Pushed out one year, waiting on agreement with Fairgrounds. Budget increased due to inflation and inclusion of labor in construction costs.	Budget Adopted	✓
Substation and Hydroelectric Plant Control, Protection and Communication Systems Replacement	Replace the Mendocino Hydro control, protection and communication systems hardware, program and coding for hydro specific automation control. The existing systems are outdated with limited after-market support and no new replacement part availability.	Electric Utility Department	Technical Services	80126100.8023-0	18042	N/A	James O'Brien	obrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	Completed	2017	2024	Enterprise	Yes	Current Revenues		\$ 66,642								\$ 66,642	Reduced amount in FYE 20 by \$10k, added funding in FYE 21 & 22. Increased FYE 21 from \$179k. Engineering complete, installation to start 3/2021. All wiring, PLC, communications upgrade complete as of end of March 2022. Funds were encumbered but not invoiced yet.	Budget Adopted	✓
Oak Manor Circuit Balancing	Install 3 phase into Oak Manor with special equipment to balance circuits.	Electric Utility Department	Technical Services	80126100.8023-0	TBD	N/A	Sonu Upadhyay	sufadhay@cityofukiah.com	Ukiah Electric System	Infrastructure	New	2023	2024	Enterprise	Yes	Reserves					\$ 30,000	\$ 300,000				\$ 330,000	New project to balance feeder circuits.	Not Reviewed	
Replace Accumulators at Hydro for Tainter Operation	Replace accumulators for redundancy of tainter operation.	Electric Utility Department	Technical Services	80126100.8023-0	TBD	N/A	James O'Brien	obrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 100,000					\$ 100,000	Replace accumulators for redundancy of tainter valve operation.	Not Reviewed	
Underground Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, wood pole testing and replacement, system capacity improvements and protection, control, monitoring and communication enhancements.	Electric Utility Department	Distribution	80126100.8023-0	18043	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2025	Enterprise	Yes	Current Revenues		\$ 872,861	\$ 230,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 1,405,000	UG Capital Projects >\$10,000. Added funding for FYE 26 and 27.	Budget Adopted	✓	
Overhead Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, system capacity improvements and protection, control, monitoring and Communication enhancements.	Electric Utility Department	Distribution	80126100.8023-0	18044	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2025	Enterprise	Yes	Current Revenues		\$ 617,845	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000	Reduced FYE 20 by \$140k, and reduced all future years to \$250k/yr. Increased FYE 21 from \$250k. Added funding for FYE 26 and 27.	Budget Adopted	✓	
Governor speed control & Valve Upgrades (Hydro)	Upgrades to the governor sensing, controller and feedback transducers to improve performance and reliability. Existing governor controls frequently are out of service due to failure or adjustment.	Electric Utility Department	Technical Services	80126100.8023-0	18047	N/A	James O'Brien	obrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2023	Enterprise	Yes	Current Revenues				\$ 30,000	\$ 300,000					\$ 330,000	Moved from beginning FYE 21 due to COVID-19. Project was spread between FYE 22 and FYE 23. Combined into FYE 22 and reduced by \$30k. Moved to 23/24-24/25 due to workload.	Reviewed	
Oak Manor Dr. Overhead to Underground Conversion	Install cable and associated equipment for replacing the overhead facilities	Electric Utility Department	Distribution	80126100.8023-0	18121	N/A	Scott Bozzoli	sbozzoli@cityofukiah.com	Oak Manor Dr.	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues					\$ 800,000					\$ 800,000	Reduced amount from \$500k, moved from FYE 21. Moved from FYE 22. Increased amount from \$200k. Funding from 2022 bonds, funding increased to include AT&T and Comcast for joint trench project, approx. 40% to be reimbursed by AT&T and Comcast.	Reviewed	
Poly-and-Legislated System Modifications for Fire Mitigation Efforts	System design, equipment and installation to conform to mandated industry standards. Proposed fire mitigation requirements require selected equipment to be replaced or protected to reduce fire risk.	Electric Utility Department	Distribution	80126100.8023-0	18124	N/A	Cindy Sauers	csauers@cityofukiah.com	Various	Infrastructure	New	2019	2027	Enterprise	Yes	Current Revenues			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	Reduced amount for FYE 20 from \$80k, and amounts from \$200k FYE 22 onward. Shifted budget forward from FYE 22, and reduced yearly amount from \$100k.	Budget Adopted	✓	
Hydroelectric Plant Transfer Trip Upgrade	Upgrade existing and provide redundancy for Hydro transfer trip circuit	Electric Utility Department	Technical Services	80126100.8023-0	18125	N/A	James O'Brien	obrien@cityofukiah.com	Hydro Plant	Infrastructure	New	2019	2025	Enterprise	Yes	Current Revenues		\$ 3,000	\$ 275,000	\$ 50,000	\$ 50,000					\$ 375,000	Reduced amount for FYE 20 from \$325k, and added funds to FYE 21. Moved from FYE 21. Moved budget from FYE 22, increased overall amount from \$195k due to inflation, and added budget to subsequent years to include radio redundancy.	Budget Adopted	✓
State St. Underground Phase II, District 5: Overhead to Underground	Relocates or underground overhead electric, phone and cable TV utilities - Henry to Norton, Mill to Gobbi. Will be part of the overall Streetscape project.	Electric Utility Department	Distribution	80126100.8023-0	18259	N/A	Cindy Sauers	csauers@cityofukiah.com	State Street	Infrastructure	New	2021	2025	Enterprise	Yes	Current Revenues	Approximately 40% Reimbursed by AT&T and Comcast	\$ 35,000	\$ 2,400,000							\$ 2,435,000	Budget increased from \$850k to fund complete joint trench project. Approximately 40% to be reimbursed by AT&T and Comcast.	Reviewed	
Fire Mitigation Grant Matching	Matching 25% funds for FEMA HMG for fire mitigation undergrounding, vegetation management and design services. Electric equipment and wire.	Electric Utility Department	Distribution	80126100.8023-0	18260	N/A	Cindy Sauers	csauers@cityofukiah.com	Clay St., Standley St., Park Blvd., Barnes and Jones	Infrastructure	New	2021	2025	Enterprise	Yes	Current Revenues				\$ 400,000	\$ 400,000	\$ 400,000				\$ 1,200,000	Increased overall amount from \$850k. Moved from FYE 22. Grant received Feb. 2022, 25% grant matching funds.	Reviewed	
Western Hills	Electrical infrastructure for Western Hills development.	Electric Utility Department	Distribution	80126100.8023-0	18350	N/A	Cindy Sauers	csauers@cityofukiah.com	Western Hills Development	Infrastructure	New	2022	2023	Enterprise	Yes	Reserves				\$ 525,000						\$ 525,000		Not Reviewed	
Gobbi St. UG Service Installation	Installation of wire for individual parcel services.	Electric Utility Department	Distribution	80126100.8023-0	18351	N/A	Cindy Sauers	csauers@cityofukiah.com	Gobbi Street, Marshall & Leslie	Infrastructure	New	2022	2023	Enterprise	Yes	Reserves				\$ 350,000						\$ 350,000	Service infrastructure installation to parcels. Following completion of the main line installation, staffing pulled to State Street UG project. Service installation required to complete conversion and removal of overhead.	Not Reviewed	
Cherry Circuit (102) Extension Across 101	Extend Cherry Circuit (102) to back feed 303 Circuit to provide redundancy to southeast Ukiah.	Electric Utility Department	Distribution	80126100.8023-0	TBD	N/A	Cindy Sauers	csauers@cityofukiah.com	Southeast Ukiah	Infrastructure	New	2026	2027	Enterprise	Yes	New Revenues							\$ 800,000		\$ 800,000		Not Reviewed		
Replace 6 Solid Conductor	Replace aging copper conductor.	Electric Utility Department	Distribution	80126100.8023-0	TBD	N/A	Sonu Upadhyay	sufadhay@cityofukiah.com	Various Locations	Infrastructure	New	2024	2026	Enterprise	Yes	Reserves				\$ 20,000	\$ 100,000	\$ 100,000				\$ 220,000		Not Reviewed	
Fiber Optic Cable Extension	Extend fiber optic to Electric Service Center for Substation Visibility and Hydroelectric Control.	Electric Utility Department	Distribution	80126100.8023-0	TBD	N/A	Cindy Sauers	csauers@cityofukiah.com	1350 Hastings Road	Infrastructure	New	2024	2026	Enterprise	Yes	Reserves					\$ 20,000	\$ 500,000				\$ 520,000		Not Reviewed	
Pole Replacement Project	Replace poles identified by the 2022 10-year pole inspection.	Electric Utility Department	Distribution	80126100.8023-0	TBD	N/A	Cindy Sauers	csauers@cityofukiah.com	Various Locations	Infrastructure	New	2023	2024	Enterprise	Yes	Current Revenues				\$ 850,000						\$ 850,000		Not Reviewed	
Upgrade to 3 Phase on Observatory to Redwood Avenue	Add additional phase for future generation project on Western Hills.	Electric Utility Department	Distribution	80126100.8023-0	18352	N/A	Cindy Sauers	csauers@cityofukiah.com	Observatory to Redwood Avenue	Infrastructure	New	2022	2023	Enterprise	Yes	Reserves			\$ 75,000							\$ 75,000		Not Reviewed	
New Substation	Design and build new substation.	Electric Utility Department	Distribution	80126100.8023-0	TBD	N/A	Cindy Sauers	csauers@cityofukiah.com	TBD	Infrastructure	New	2025	2027	Enterprise	Yes	Reserves						\$ 200,000	\$ 2,500,000	\$ 2,700,000		Not Reviewed			
Gobbi Street 202 Circuit Extension	Install equipment and facilities to extend the 202 circuit and provide switching capability on East Gobbi.	Electric Utility Department	Distribution	80126100.8023-0	18358	N/A	Cindy Sauers	csauers@cityofukiah.com	Gobbi Street	Infrastructure	New	2022	2023	Enterprise	Yes	Reserves			\$ 100,000							\$ 100,000		Not Reviewed	
SUB-TOTAL																			\$ 1,676,952	\$ 575,000	\$ 5,295,000	\$ 2,155,000	\$ 2,580,000	\$ 1,335,000	\$ 3,835,000	\$ 15,841,642			
POLICE DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
																			21/22	22/23	23/24	24/25							

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
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WATER RESOURCES DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26	26/27					
Henderson Lane Water Main Replacement	Project is needed in order to upgrade a failing water main. This is needed in order to provide potable water to the Water customers.	Water Resources	Water Treatment Plant	8227113.8023 0	18051	N/A	Jarod Thiele	jthiele@cityofukiah.com	Henderson Lane	Infrastructure	Completed	2018	2022	Enterprise	Yes	Current Revenues		\$ 15,800	\$ 70,000						\$ 70,000	Design Complete. Moved from FYE 20 to FYE 21 due to COVID-19. Reduced amount from \$150k.	Budget Adopted	✓	
Water Main Replacements	Plan for water main replacements throughout the City, performed in conjunction with street improvement projects.	Water Resources	Water Operations	8227113.8023 0	18072	N/A	Jason Benson	jbenenson@cityofukiah.com	Various	Infrastructure	On-going	2020	2026	Enterprise	Yes	Current Revenues		\$ 500,000	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000		\$ 5,000,000	Added funding for FYE 25 and FYE 26. Reduced FYE 22 from \$1.5M. Removed \$1.5M for FYE 23, as funds will be used for this purpose in Streetscape Ph 2 programmed for next year.	Budget Adopted			
Phase 4 Recycled Water	This project will provide an additional irrigation source for City Parks, Golf Course, Cemetery and Schools. This will reduce the demand on the potable water system and reduce discharge to the Russian River	Water Resources	Recycled Water	83027330.8023 0	18052	N/A	Sean White	swhite@cityofukiah.com	Brush Street to Golf Course	Infrastructure	New	2024	2025	Enterprise	Yes	New Revenues	Will be funded by grant/loan.	\$ 43,700			\$ 27,000,000	\$ 27,000,000			\$ 54,000,000	Environmental documentation is complete. Design began in December, 2018. Modified funding comments to eliminate a shared cost with Sewer. Moved budget from FYE 21. Moved from FYE 22 due to COVID-19. Feasibility still under review. Increased amount in FYE 25 from \$25M, and added \$27M to FYE 24.	Reviewed and Supported		
Chlorine Residual Valve/Alarm on Discharge	Engineering and installation. Critical safety valve to monitor the outflow of chlorinated water into the river.	Water Resources	Wastewater Treatment Plant	84027225.8023 0	18054	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Infrastructure	New	2018	2023	Enterprise	Yes	Current Revenues		\$ -							\$ -	Rebudgeting--Moved from FYE 20--Removing project and \$150k budgeted for FYE 22. Will be part of Phase 4 Recycled Water Project.	Reviewed		
Dora Street Utility Improvement Project- Water & Sewer - Mill to Grove	This project will replace the sewer main on Dora Street from Mill Street to Grove Avenue as well as all sewer laterals	Water Resources	Sewer Operations	84427221.8023 0	18127	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Dora Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues	Series 2022 Lease Revenue Bonds	\$ 679,433							\$ 1,628,037	Contingent upon rate study. Moved from FYE 21. Note that rate study based on happening in FYE 21. Moved from FYE 22. Moved back from FYE 23. Increased amount for Sewer from \$400k, Water from \$800k based on contract awarded this fiscal year.	Reviewed	✓	
	This project will replace the water main on Dora Street from Mill Street to Grove Avenue as well as all hydrant, valves and service connections		Water Operations	8227113.8023 0			Andrew Stricklin	astricklin@cityofukiah.com	Dora Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues	Series 2022 Lease Revenue Bonds	\$ 948,603											
Replace Heat Exchangers	This project will replace deteriorating heat exchangers for the operation of the Digester and Boilers	Water Resources	Wastewater Treatment Plant	84027225.8023 0	18131	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Infrastructure	New	2023	2025	Enterprise	Yes	Current Revenues					\$ 750,000				\$ 750,000	Moved from FYE 21 due to COVID-19. Moved from FYE 24 due to forecasted workload for staff with Phase 4.	Reviewed		
Rehabilitation of Zone 2 Booster Pump Station	Upgrade the enclosure and electrical components in the structure enclosing the booster pump for Pressure Zone 2 to increase reliability and security	Water Resources	Water Operations	8227113.8023 0	TBD	N/A	David Kirch	dkirch@cityofukiah.com	Golf Course	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues					\$ 50,000				\$ 50,000	Moved from FYE 23 due to COVID-19.	Reviewed		
Replace Water Main on Low-Gap Street	Replace the 16-inch steel water main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Water Operations	8227113.8023 0	TBD	N/A	Don Brown	dbrown@cityofukiah.com	Low Gap Street	Infrastructure	New	2024	2026	Enterprise	Yes	Current Revenues					\$ -				\$ -	Moved from FYE 23 due to COVID-19. Removed \$500k from FYE 25. Merged with Sewer Main project to make one project.	Reviewed		
Replace Various Water Main Replacement Set-aside	Replace water mains on Clay Street, Pine Street, Spring Street, etc--Set aside for main replacement(s) caused by an unanticipated event.	Water Resources	Water Operations	8227113.8023 0	18262	N/A	Don Brown	dbrown@cityofukiah.com	Various	Infrastructure	New	2021	2027	Enterprise	Yes	Current Revenues		\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000		\$ 1,250,000	Removed budget from FYE 21 due to COVID-19. Increased budget from \$250k in FYE 22, and eliminated \$250k in FYE 23, 24 and 25. Moved to FYE 23, and added amounts to future years. Reduced from \$400k. This is a set-aside for unanticipated event(s) causing the need for replacement(s).	Reviewed		
Replace Water and Sewer Main on Low Gap Street	Replace the 16" steel water main, and 15" and 6" sewer main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Sewer Operations Water Operations	84427222.8023 0 8227113.8023 0	TBD	N/A	Don Brown	dbrown@cityofukiah.com	Low Gap Street	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues					\$ 500,000				\$ 500,000	\$ 1,000,000	Moved from FYE 22 due to COVID-19. Merged the water and sewer replacement on Low Gap to one project.	Reviewed	
Reseal Wash Water Basins	Remove and Replace Seal on Wash Water Basins	Water Resources	Wastewater Treatment Plant	84027225.8023 0	18192	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 60,000					\$ 60,000	Moved from FYE 21. Moved from FYE 22, and increased from \$40k due to inflation.	Budget Adopted	✓	
Upgrade PLCs	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment Plant	84027225.8023 0	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2023	2026	Enterprise	Yes	Current Revenues					\$ -				\$ -	Moved from FYE 23 due to COVID-19. Moved from FYE 26, and increased from \$200k--Removed \$350k from FYE 25. Will be part of Phase 4 Recycled Water Project.	Reviewed	✓	
Sludge Lagoon Remediation	Prepare plans and specifications for the removal of sludge from the sludge lagoons.	Water Resources	Wastewater Treatment Plant	84027225.8023 0	18352	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Facilities/ Buildings/Land	New	2021	2026	Enterprise	Yes	Current Revenues		\$ -	\$ -						\$ -	Removing project and \$50k budgeted FYE 21, \$400k budgeted in FYE 22. Will be part of Phase 4 Recycled Water Project.	Reviewed		
Recondition Levees	Recondition the levees on the Percolation Ponds.	Water Resources	Wastewater Treatment Plant	84027225.8023 0	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues					\$ 200,000				\$ 200,000	Eliminated \$200k for 2 prior years due to COVID-19.	Reviewed		
Downtown Streetscape Phase 2 Construction	Water and Sewer Utility Replacement, total street reconstruction, ADA accessibility.	Water Resources	Sewer Operations Water Operations	84427221.8023 0 8227113.8023 0	18234	Yes: 120, 844, 820 and 800	Jason Benson	jbenenson@cityofukiah.com	Henry to Norton, Mill to Gobbi	Infrastructure	New	2022	2023	Current	Yes	Current Revenues				\$ 2,536,547	\$ 1,717,250				\$ 4,273,804	\$11M construction cost overall, shared with Funds 120 and 800. Currently nearing end of design with GHD, and planned to go to bid in summer, with construction planned to begin in the fall.	Not Reviewed		
SUB-TOTAL																		\$ 59,500	\$ 2,198,037	\$ 4,581,804	\$ 28,750,000	\$ 30,750,000	\$ 1,750,000	\$ 250,000	\$ 68,281,841				
TOTALS FOR INFRASTRUCTURE																		\$ 1,736,452	\$ 6,018,292	\$ 20,362,091	\$ 31,605,000	\$ 33,330,000	\$ 3,085,000	\$ 6,935,000	\$ 101,302,025				

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
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STREETS & RIGHTS-OF-WAY

PUBLIC WORKS DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Method Identified	Funding Type	Funding Type Add'l Comments	Costs to date	21/22	22/23	23/24	24/25	25/26	26/27	Totals	Comments	City Council Status	
Dora Street Utility Improvement Project - Mill to Grove	This project will replace the water main, sewer main and reconstruct the street on Dora Street from Mill Street to Grove Avenue.	Public Works	Engineering	25224220.8023-0	18127	Yes - Water & Sewer	Andrew Stricklin	astricklin@cityofutah.com	Dora Street	Streets & Rights-of-Way	New	2022	2023	Special Revenue	Yes	Current Revenues	Series 2022 Lease Revenue Bonds	\$ 2,748,280							\$ 2,748,280	Moved from FYE 21, and added \$700k to Measure Y cost. Moved from FYE 22. Moved from FYE 23. No longer being funded by Measure Y and Gas Tax, as it is now being funded by Series 2022 Lease Revenue Bonds. Contract awarded.	Reviewed	
East Clay Street Improvement Project	This project will improve East Clay Street from Main Street to the Railroad Crossing in order to facilitate the development of the new Courthouse site. This project includes water, sewer, pedestrian facilities and drainage facilities as well as reconstruction of the street section.	Public Works	Engineering	12024200.8023-0	18128	No	Tim Eriksen	teriksen@cityofutah.com	Clay Street	Streets & Rights-of-Way	New	2024	2025	Special Revenue	No	New Revenues	Measure Y				\$ 750,000				\$ 750,000	Introduced and discussed at the January 16, 2019 Council meeting. Moved from FYE 21. Moved from FYE 23.	Reviewed	✓
Street Striping	This will update striping on streets in selected areas.	Public Works	Engineering	12024200.5210-0	18251	N/A	Daniel Flores	dflores@cityofutah.com	Various Streets	Streets & Rights-of-Way	Completed	2019	2026	Special Revenue	Yes	Current Revenues	Measure Y		\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 70,000	\$ 310,000	Ongoing work. Eliminated FYE 21 due to COVID-19. Added funding to FYE 25 and 26. Removed \$50k from FYE 22, no striping performed, as it occurred in the fall, and was pushed back due to COVID-19.	Reviewed	✓
Orr Street Bridge	This project will improve the bridge on Orr Street at Orr Creek.	Public Works	Engineering	12024200.8023-0	18065	Yes	Tim Eriksen	teriksen@cityofutah.com	Orr Street at Orr Creek	Streets & Rights-of-Way	In Progress	2021	2022	Capital Projects	Yes	New Revenues	CDBG Grant	\$ 150,000							\$ 150,000	The City has received \$150k to fund a planning study for Orr Street Bridge and the Orr Street transportation corridor. Activities include completion of a study to analyze existing conditions of the street, including the transportation corridor and bridge, as well as the completion of a plan and preparation of plans and specifications and an Engineer's Cost Estimate to be used for a future public improvement project. Request Design authority, but project requires additional Council review. Moved from FYE 22, and reduced from \$1.5 mil due to COVID-19. Moved from FYE 21. Moved from FYE 22 to FYE 23 and FYE 24 due to delays in grant processing.	Reviewed	
Low Gap Road and North Bush Street Roundabout	This project will complete the environmental, ROW, and design phases for a roundabout at Low Gap Road and N. Bush St. Construction phase not currently funded.	Public Works	Engineering	50924210.8023-0	15024	N/A	Tim Eriksen	teriksen@cityofutah.com	Low Gap Road and N. Bush St.	Streets & Rights-of-Way	In Progress	2021	2022	Special Revenue	Yes	Current Revenues	\$100k Design Funded, Construction Funding Not Approved.		\$ 300,000	\$ 450,000					\$ 750,000	Going out to bid. Budget will be utilizing FYE 21 anticipated revenue. Had utilized this year's budget for other projects. Increased budget from \$200k FYE 22. Increased budget from \$400k FYE 21, from \$200k in FYE 23, and from \$200k in FYE 24. Added budget in FYE 25 and 26. Increased budget in FYE 24, 25, and 26 from \$250k each due to increasing funding sources, expanding scope, and inflation. Bid for FYE 23 is anticipated to be awarded prior to end of this fiscal year, so increasing this year's budget from \$350k, and not budgeting anything for FYE 23.	Budget Adopted	
Slurry Seal Project	This project will improve the Streets network.	Public Works	Engineering	12024200.5210-0	18332	N/A	Daniel Flores	dflores@cityofutah.com	Various Streets	Streets & Rights-of-Way	Completed	2022	2027	Special Revenue	Yes	Current Revenues	Measure Y	\$ 426,000	\$ 830,000	\$ -	\$ 400,000	\$ 400,000	\$ 400,000		\$ 2,036,000	Going out to bid. Budget will be utilizing FYE 21 anticipated revenue. Had utilized this year's budget for other projects. Increased budget from \$200k FYE 22. Increased budget from \$400k FYE 21, from \$200k in FYE 23, and from \$200k in FYE 24. Added budget in FYE 25 and 26. Increased budget in FYE 24, 25, and 26 from \$250k each due to increasing funding sources, expanding scope, and inflation. Bid for FYE 23 is anticipated to be awarded prior to end of this fiscal year, so increasing this year's budget from \$350k, and not budgeting anything for FYE 23.	Budget Adopted	
Gobbi/Main Traffic Signal	This project will alleviate traffic for better vehicle flow.	Public Works	Traffic Signal	50924200.8023-0	18073	N/A	Janod Thiele	jthiele@cityofutah.com	Gobbi Street/Wagon Lane	Streets & Rights-of-Way	New	2022	2023	Special Revenue	No	New Revenues	Will need to apply for State funding.								\$ -	Moved from FYE 22 due to COVID-19. Removing \$800k budgeted in FYE 23 - now part of Gobbi Street Utility improvement project.	Reviewed	✓
Main Street Reconstruction Project	Reconstruct Main Street, from Gobbi to 44th North.	Public Works	Engineering	25224220.8023-0	18343	N/A	Andrew Stricklin	astricklin@cityofutah.com	Main Street	Streets & Rights-of-Way	New	2022	2023	Special Revenue	Yes	New Revenues	Series 2022 Lease Revenue Bonds	\$ 285,353		\$ 6,000,000					\$ 6,285,353	Moved from FYE 22 due to COVID-19. Increased amount from \$500k. RFP for design was awarded to Courtland in February of 2022. Funding source has changed from Measure Y.	Reviewed	
Clara Avenue Reconstruction Project	Reconstruct Clara Avenue, from State to Orchard.	Public Works	CDBG	12024200.8023-0	TBD	N/A	Jason Benson	jbenson@cityofutah.com	Clara Avenue	Streets & Rights-of-Way	New	2024	2025	Special Revenue	Yes	New Revenues	Possibly CDBG or Series 2022 Lease Revenue Bonds				\$ 3,500,000				\$ 3,500,000	Moved from FYE 21. Moved from FYE 22. Formerly thought to be eligible for CDBG funding. Possible CDBG funding opportunity. This funding is not yet secured but will be applied for closer to project construction. Increased estimated project cost from \$2M, and moved from FYE 26.	Reviewed	✓
Leslie Street Rehabilitation Project	Rehabilitate Leslie Street, Gobbi to Perkins.	Public Works	CDBG	12024200.8023-0	TBD	N/A	Andrew Stricklin	astricklin@cityofutah.com	Leslie Street	Streets & Rights-of-Way	New	2022	2023	Grant Funded	Yes	New Revenues	CDBG Funding Opportunity						\$ 1,500,000	\$ 1,500,000	Moved from FYE 21. Moved from FYE 22 due to a number of various projects, timelines, and severity of street conditions.	Reviewed		
Perkins Street Storm Drain and Widening Project	This project will add a storm drain on East Perkins Street and widen the intersection at Orchard Avenue to add another East Bound through lane.	Public Works	Streets	25224220.8023-0	18308	N/A	Andrew Stricklin	astricklin@cityofutah.com	East Perkins Street	Streets & Rights-of-Way	New	2022	2023	Special Revenue	No	New Revenues	Series 2022 Lease Revenue Bonds		\$ 2,277,000						\$ 2,277,000	Request for Proposal completed and contract awarded to BKF in February of 2022.	Reviewed	
South Union Rehabilitation Project	This project will overlay S. Dora Street from Beacon Lane to Washington, and S. State Street from Beacon Lane to 44th North/Cherry, including ADA pedestrian improvements.	Public Works	Streets	25224220.8023-0	18254	N/A	Andrew Stricklin	astricklin@cityofutah.com	Dora/State	Streets & Rights-of-Way	New	2021	2022	Special Revenue	Yes	Current Revenues	Series 2022 Lease Revenue Bonds		\$ 1,800,000						\$ 1,800,000	Reduced budget amount from \$2.3M, and changed scope from ending at Observatory, now to Cherry St. Moved to FYE 23. anticipate bid award in July 2022.	Reviewed	✓
Great Redwood Trail- Phase 4	This project will extend the Great Redwood Trail from Commerce Drive to Norgard Lane	Public Works	Engineering	51124210.8023-0	18253	N/A	Andrew Stricklin	astricklin@cityofutah.com	Railroad ROW	Streets & Rights-of-Way	New	2021	2023	Grant Funded	Yes	New Revenues	Urban Greening Grant		\$ 3,563,212						\$ 3,563,212	Grant has been awarded. Moved full project for completion in FYE 22. Moved from FYE 22.	Reviewed	
Great Redwood Trail- Phase 5	This project will extend the Great Redwood Trail from Brush Street to Hensley Creek Road	Public Works	Engineering	TBD	TBD	N/A	Andrew Stricklin	astricklin@cityofutah.com	Railroad ROW	Streets & Rights-of-Way	New	2022	2024	Grant Funded	No	New Revenues	Urban Greening Grant				\$ 275,000	\$ 8,000,000		\$ 8,275,000	Moved project back from beginning FYE 23.	Reviewed		
Gobbi Street Utility Improvement Project	Reconstruct Gobbi Street in 2 separate projects (US101 to State Street) and (State Street to Dora Street) [was formerly called street reconstruction project]	Public Works	Engineering	12024200.8023-0	18290	Yes	Andrew Stricklin	astricklin@cityofutah.com	Gobbi Street	Streets & Rights-of-Way	New	2023	2024	Special Revenue	Yes	Current Revenues	Measure Y			\$ 6,200,000					\$ 6,200,000	Engineering contract awarded to BKF September 2021. Includes funds 822 and 844. Increased from \$1.3M. added construction budget.	Reviewed	
Hastings/Airport Road- Alternative Transportation- Route	Public Works Engineering will analyze and develop a conceptual plan for an alternative transportation route and/or mitigation measures for Hastings/Airport Rd north of the Utah Municipal Airport in an effort to accommodate a future runway extension to 5,000 feet. This expanded runway alternative will be evaluated during the review and update of the airport land use plan (ALUP) and is an important step to ensure the Utah Airport is prepared to accommodate future aviation needs of the region including low-carbon.	Public Works	Engineering	N/A	TBD	N/A	Tim Eriksen	teriksen@cityofutah.com	Hastings/Airport Road	Streets & Rights-of-Way	New	2023	2023	N/A	No	Current Revenues	N/A								\$ -	FYE 23 project - no budget impact as the work will be done by in-house engineering staff. Removed due to project being no longer feasible.	Reviewed	
Airport Park Blvd South- Extension	Public Works Engineering will analyze and develop a conceptual plan for a south extension of Airport Park Blvd out of the Redwood Business Park and connecting to southern Utah transportation infrastructure...	Public Works	Engineering	N/A	TBD	N/A	Tim Eriksen	teriksen@cityofutah.com	Airport Park Blvd	Streets & Rights-of-Way	New	2022	2023	N/A	Yes	Current Revenues	N/A								\$ -	FYE 23 project - no budget impact as the work will be done by in-house engineering staff. Removed due to project being no longer feasible.	Reviewed	
Talmage Road Rehabilitation Project	This project will replace the water main, sewer main and include reconstruction and paving of the overlay, additional sidewalks and ADA accessibility.	Public Works	Engineering	25224220.8023-0	18310	N/A	Andrew Stricklin	astricklin@cityofutah.com	Talmage Rd	Streets & Rights-of-Way	New	2023	2025	Special Revenue	Yes	New Revenues	Series 2022 Lease Revenue Bonds	\$ 285,353	\$ 1,000,000						\$ 1,000,000	RFP completed and contract awarded to GHD for design in February of 2022.	Not Reviewed	
Traffic Signal Cabinet/Camera Update	Bring traffic signals at State and Washington/Talmage/Low Gap/Hospital Drive up to date with new traffic signal controller software.	Public Works	Engineering	50024220.8023-0	TBD	N/A	Andrew Stricklin	astricklin@cityofutah.com	State and Washington/Talmage/Low Gap/Hospital Drive	Streets & Rights-of-Way	New	2023	2024	Special Revenue	Yes	Current Revenues	Gas Tax			\$ 400,000					\$ 400,000		Not Reviewed	
Downtown Streetscape Phase 2 Construction	Water and Sewer Utility Replacement, total street reconstruction, ADA accessibility.	Public Works	Engineering	12024200.8023-0	18234	Yes: 120, 844, 820 and 800	Jason Benson	jbenson@cityofutah.com	Henry to Norton, Mill to Gobbi	Streets & Rights-of-Way	New	2022	2023	Current/Special	Yes	New Revenues	Measure Y and Grant Funds		\$ 5,410,396						\$ 5,410,396	\$11M construction cost overall, shared with Funds 844, 820 and 800. Currently nearing end of design with GHD, and planned to go to bid in summer, with construction planned to begin in the fall. Caltrans grant of \$1.3M to offset some cost.	Not Reviewed	✓
Dora Overlay, Upper Luce to Mill Street	Pavement overlay between upper Luce and Mill Streets.	Public Works	Engineering	25224220.8023-0	18342	N/A	Andrew Stricklin	astricklin@cityofutah.com	Upper Luce to Mill	Streets & Rights-of-Way	New	2022	2023	Special Revenue	Yes	New Revenues	Series 2022 Lease Revenue Bonds and SB1		\$ 750,000						\$ 750,000	\$312,953 will be funded by SB1, balance Series 2022 Lease Revenue Bonds. This is new and will come to Council for approval prior to end of FY 23/22.	Not Reviewed	
SUB-TOTAL																		\$ 426,000	\$ 5,048,986	\$ 14,410,608	\$ 13,764,438	\$ 4,985,000	\$ 8,460,000	\$ 1,570,000	\$ 47,695,241			
TOTALS FOR STREETS & RIGHTS-OF-WAY:																		\$ 426,000	\$ 5,048,986	\$ 14,410,608	\$ 13,764,438	\$ 4,985,000	\$ 8,460,000	\$ 1,570,000	\$ 47,695,241			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

VEHICLES, MACHINERY & EQUIPMENT

Project Name		Project Description		Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
																				21/22	22/23	23/24	24/25	25/26	26/27						
Replace 20,000 gallon fuel tank with 20,000 gallon Jet A tank		Current tank is a split fuel system, containing both Jet A fuel and Avgas. Conversion to Jet A is necessary to maximize the fuel sources for the airport, and provide better service to its customers.		Airport	Airport	77925200.8010-0	15042	N/A	Greg Owen	gowen@cityofutah.com	1411 South State Street	Vehicles, Machinery & Equipment	In Progress	2022 2023	Enterprise	Yes	Current Revenues				\$ 150,000					\$ 150,000	Moved from FYE 20. Current revenues may not be adequate, external funding may be necessary. Moved from FYE 22.	Reviewed			
Water Tender - Shared Cost		Current tank is a split fuel system, containing both Jet A fuel and Avgas. Conversion to Jet A is necessary to maximize the fuel sources for the airport, and provide better service to its customers.		Airport	Airport	2302300.8010-0	V2543	Shared with 100 Parks, 100 Streets, 600 Water, and 640 Wastewater	David Kirch	dkirch@cityofutah.com	6300 Airport Road	Vehicles, Machinery & Equipment	Deferred	2020 2020	Enterprise	Yes	Current Revenues											Spent over \$150k this past year for rental of a unit. Moved from FYE 22. If new Fire Tender is approved for FYE 23, the replaced unit will become available for other City departments, and this item will then be eliminated. New Fire tender ordered - this is no longer needed.	Reviewed		
SUB-TOTAL																				\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000		
COMMUNITY SERVICES DEPARTMENT																															
Project Name		Project Description		Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
																				21/22	22/23	23/24	24/25	25/26	26/27						
Replacement Truck		Replacement of vehicles that are no longer cost effective to repair.		Community Services	Parks	10022100.8010-0	V737	N/A	Jarrod Meyer	jmeyer@cityofutah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2022 2023	General	No	Current Revenues				\$ 60,000					\$ 60,000	Moved to FYE 22. Moved to FYE 23. Replace with electric vehicle and increased cost from \$40k.	Reviewed	✓		
Replacement Truck		Replacement of vehicles that are no longer cost effective to repair.		Community Services	Parks	10022100.8010-0	18066	N/A	Jarrod Meyer	jmeyer@cityofutah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2023 2024	General	No	Current Revenues					\$ 55,000					\$ 55,000	Moved to FYE 24	Reviewed		
Replacement Truck-Building Maintenance		Replacement truck is necessary		Community Services	Building Maintenance	20825400.8010-0	V2642	N/A	Kerry Randall	krandall@cityofutah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Deferred	2022 2023	General	No	Reserves				\$ 60,000					\$ 60,000	Moved to FYE 22. Moved to FYE 23. Replace with electric vehicle and increase cost from \$48k to \$60k.	Reviewed	✓		
Bucket Truck Replacement - Shared Cost		There are currently two bucket trucks, Vehicle #2221, a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018, and Vehicle #2230, a 1995 Ford F450, which will be kept into service until it is replaced. It is used to trim street and park trees, and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost: \$100,000 total		Community Services	Parks	10022100.8010-0	V2231	Shared with 100 Streets	David Kirch	dkirch@cityofutah.com	1230 Airport Road	Vehicles, Machinery & Equipment	Deferred	2022 2023	General	No	Current Revenues											Look to match replacement with surplus from Electric Utility. Moved to FYE 22. Removed - Electric buying one with a 2 year lead time, which will result in this department getting the one that is being replaced.	Reviewed		
Water Tender - Shared Cost		The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, Rio Vector trucks and be available to support mowing and Fire operations. Five divisions share the cost: \$150,000 total		Community Services	Parks	10022100.8010-0	TBD	Shared with 100 Streets- 230 Airport- 600 Water, and 640 Wastewater	David Kirch	dkirch@cityofutah.com	6300 Airport Road	Vehicles, Machinery & Equipment	Deferred	2020 2020	Enterprise	No	Current Revenues												Reduced amount from \$150k to split cost with Airport based on anticipated use. Spent over \$15k this past year for rental of a unit. Moved from FYE 20. Moved from FYE 23. If new Fire Tender is approved for FYE 23, the replaced unit will become available for other City departments, and this item will then be eliminated. New Fire tender ordered - this is no longer needed.	Reviewed	
Parks Service Vehicle		EV/Low Fuel/Hybrid Vehicle(s) for Service of Park Facilities.		Community Services	Parks	10022100.8010-0	V3765	N/A	Jarrod Meyer	jmeyer@cityofutah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2021 2022	General	Yes	Current Revenues		\$ 40,000							\$ 40,000	Increasing park acreage requires increase in Park staffing, which will also require an additional vehicle. Portion of funds used to purchase a club car. Purchase of T150 currently in progress.	Budget Adopted			
Generator Installation at the Ukiah Valley Conference Center		Generator for the Ukiah Valley Conference Center.		Community Services	Conference Center	7302600.8010-0	18265/18266	N/A	Mel Grandi	mgrandi@cityofutah.com	411 West Clay Street	Vehicles, Machinery & Equipment	New	2021 2022	CDBG	Yes	New Revenues	Grant funds.	\$ 120,845							\$ 120,845	Generator is on order, and installation portion is currently being put out to bid. Anticipate installation by September 2022.	Budget Adopted			
Ice Skating Rink		Purchase of materials and supplies necessary to build a 40' x 100' ice skating rink. Will include rink floor, all piping & hoses, dasherboards, access gates, board anchors, Ice Wizard resurfacer, gas powered edger, 300 pairs of rental skates, ice skate sharpener, 95 black rubber mats, vapor barrier, 500 gallons of glycol, ice skate racks and all other necessary ice tools. Chiller and tent would be rented annually. The cost of this purchase is less than the cost of renting the same materials for 2 years.		Community Services	Ice Rink	3142860.8010-0	18193	N/A	Jake Burgess	jburgess@cityofutah.com	411 West Clay Street	Vehicles, Machinery & Equipment	Completed	2021 2022	Enterprise	Yes	Current Revenues		\$ 195,805	\$ 198,259							\$ 198,259	Purchase will have a positive rate of return within two years. Moved from FYE 21 due to COVID-19. Moved from FYE 22. Purchase completed FYE 22, although planned for FYE 23. Originally budgeted \$150k.	Budget Adopted		
Mini Street Sweeper		Plans are maintaining two miles of the Great Redwood Trail (GRT), up from less than one mile. Will soon be expanded to four miles. Parks team spent over 600 hours last blowing in calendar year 2021. Manual leaf blowing of GRT and parking lots is inefficient and not the best use of Park worker's time. There is deferred maintenance at all City parks and staff can't get to these projects as they are spending their time blowing leaves in parking lots. Complete Streets efforts will see additional infrastructure installed that will require a smaller sweeper.		Community Services	Parks	10022100.8010-0	TBD	N/A	David Kirch	dkirch@cityofutah.com	1325 Airport Road	Vehicles, Machinery & Equipment	New	2021 2022	Enterprise	No								\$ 50,000		\$ 50,000	Consider as a future purchase as additional paved trails are built.	Not Reviewed			
SUB-TOTAL																				\$ 195,805	\$ 399,104	\$ 120,000	\$ 55,000	\$ -	\$ 50,000	\$ -	\$ 584,104				
CITY MANAGER DEPARTMENT																															
Project Name		Project Description		Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
																				21/22	22/23	23/24	24/25	25/26	26/27						
Parking Meter Replacement		Replacing parking meters.		City Manager	Economic Development	64012600.8023-0	18165	N/A	Traci Boyl	tboy@cityofutah.com	Downtown	Vehicles, Machinery & Equipment	Deferred	2022 2023	Enterprise	Yes	Current Revenues						\$ 400,000			\$ 400,000	Funded by line of credit loan proceeds being secured by Finance as part of a larger capital improvement funding strategy. Moved from FYE 20 year. Installation will coincide with Streetscape Project. Funding secured through bond issuance, project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 21. Project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 22.	Budget Adopted			
SUB-TOTAL																				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ 400,000			
ELECTRIC UTILITY DEPARTMENT																															
Project Name		Project Description		Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
																				21/22	22/23	23/24	24/25	25/26	26/27						
Electric Meter Replacements		Electric Meter Replacement and cloud based data management system improving customer access to usage information, usage data and provide customer selectable notifications.		Electric Utility Department	Technical Services	80126100.8010-0	V1080	N/A	Cindy Savers	csavers@cityofutah.com	Ukiah Electric System	Vehicles, Machinery & Equipment	In Progress	2018 2022	Enterprise	Yes	Current Revenues		\$ 18,706	\$ -	\$ -	\$ 150,000	\$ 2,000,000			\$ 2,158,706	Currently in the planning stage. Moved from starting FYE 21. Eliminated \$500k from FYE 22, and \$2M from FYE 23. Added amounts to FYE 24 and 25.	Budget Adopted			
Lift		Replaces a high capacity fork lift due to 1. Air quality standards to update/improve engine emissions and 2. Due to the equipment's condition and age.		Electric Utility Department	Distribution	80126100.8010-0	E1721	N/A	Tim Santo	tsanto@cityofutah.com	N/A	Vehicles, Machinery & Equipment	New	2021 2022	Enterprise	Yes	Current Revenues		\$ 125,000							\$ 125,000	Moved to FYE 22. Increased amount from \$70k.	Reviewed			
Utility/Inspector Truck		Replaces 2003 F250 with EV Truck		Electric Utility Department	Distribution	80126100.8010-0	TBD	N/A	Tim Santo	tsanto@cityofutah.com	N/A	Vehicles, Machinery & Equipment	New	2022 2023	Enterprise	Yes	Current Revenues			\$ 90,000						\$ 90,000	EV options will hit market in FYE 24/25. Planned for FYE 22/23 to ensure quality of vehicle outside of 1st generation models. Moved from FYE 23.	Reviewed			
Trouble Truck		Replaces V2233 Ford F-550 AT40-G Articulating Telescopic Aerial Lift Super cab.		Electric Utility Department	Distribution	80126100.8010-0	V2234	N/A	Tim Santo	tsanto@cityofutah.com	N/A	Vehicles, Machinery & Equipment	New	2024 2025	Enterprise	Yes	Current Revenues		\$ 219,358		\$ 30,000					\$ 249,358	Moved budget forward from FYE 24 due to 2+ year leadtime, and order has been placed. Planning for outfitting in FYE 24.	Reviewed			
Vector Replacement - Shared Cost		The existing vehicle, Vehicle #2515, a 2009 VacCon V350 LHA, will need to be replaced as it will be soon reaching its end-of-life. This equipment assists in repairing and maintaining the Water Distribution and Sewer Collection System in order to provide services to our rate payers. Two divisions share the cost: \$450,000 total		Electric Utility Department	Distribution	80026400.8010-0	V2518	Yes - Water & Sewer	Cindy Savers	csavers@cityofutah.com	N/A	Vehicles, Machinery & Equipment	In Progress	2021 2022	Enterprise	Yes	Current Revenues		\$ 54,246								\$ 54,246	This was approved and ordered this year, not previously on CIP. Sharing with Water and Sewer departments.	Budget Adopted		
Technical Services Vehicle		Replaces 2007 Ford E150 Van.		Electric Utility Department	Distribution	80126100.8010-0	TBD	N/A	Grady Hurn	ghurn@cityofutah.com	N/A	Vehicles, Machinery & Equipment	New	2023 2024	Enterprise	Yes	Current Revenues				\$ 60,000					\$ 60,000	Replace with an electric vehicle	Not Reviewed			
SUB-TOTAL																				\$ 18,706	\$ 399,604	\$ -	\$ 330,000	\$ 2,000,000	\$ -	\$ -	\$ 2,678,358				
FINANCE DEPARTMENT																															
Project Name		Project Description		Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
																				21/22	22/23	23/24	24/25	25/26	26/27						
Truck - Utility Service Attendant		Current vehicle approaching the end of it's useful life.		Finance	Utility Billing	20513300.8010-0	TBD	N/A	Lori Martin	lmartin@cityofutah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2022 2023	Internal Service	No	New Revenues						\$ 35,000			\$ 35,000	Moved from FYE 23 to allow for more EV options, Electric vehicle	Reviewed			
SUB-TOTAL																				\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000				
FIRE AUTHORITY																															
Project Name		Project Description		Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
																				21/22	22/23	23/24	24/25	25/26	26/27						
Command/ Chief Vehicle		This new Command/Chief vehicle would serve as a Division Chief's vehicle. It will replace C-6805, a 2006 Chevy 2500 HD, with current mileage of 106,495. The vehicle transmission is currently failing, leaving the vehicle unfit, unreliable, and leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. However, the vehicle can be repurposed as a non-suppression utility vehicle for the department.		Fire Authority	City Fire	10021210.8010-0	V3165	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South State Street	Vehicles, Machinery & Equipment	In Progress	2021 2023	General	Yes	New Revenues			\$ 53,021	\$ 53,021	\$ 22,000					\$ 75,000	Moved from FYE 21 due to COVID-19. Increased the amount from \$50k to include vehicle outfitting. Moved from FYE 21. Vehicle is on order, with delayed delivery. Rebudgeting remaining amount for outfitting into next fiscal year. Reduced amount in FYE 22 from \$75k and placed remaining amount in FYE 23.	Budget Adopted	✓	
Command/ Chief Vehicle		This new Command/Chief vehicle will serve as a Command/Chief vehicle. It will replace D-6802, a 2007 Chevy 2500 HD with 84,072 miles. This vehicle's transmission is also currently failing along with multiple other problems, leaving the vehicle unfit, unreliable, leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. This vehicle will be decommissioned and placed as surplus.		Fire Authority	District Fire	91721400.8010-0	18277	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South State Street	Vehicles, Machinery & Equipment	In Progress	2021 2022	District	Yes	New Revenues			\$ 52,454	\$ 52,454	\$ 22,540					\$ 75,000	Purchase cost covers Fire Service Emergency vehicle outfitting (lights, siren, radio's, etc.) Vehicle is on order, with delayed delivery. Rebudgeting remaining amount for outfitting into next fiscal year. Reduced amount in FYE 22 from \$75k and placed remaining amount in FYE 23.	Budget Adopted	✓	
Auto Extrication Equipment		It is recommended to replace our aging gas powered hydraulic auto extrication equipment, commonly known as the "Jaws Of Life". Replacement units will consist of newer technology battery operated E-Hydraulic extrication equipment. These newer units will eliminate heavy gas powered motors and associated hydraulic lines increasing mobility and range of use. This will be a three year phased purchase to replace the units currently in service.		Fire Authority	City/District Fire	91621400.8010-0 & 25312120.8010-0	18101	Yes	Doug Hutchison	dhutchison@cityofutah.com	1500 South State Street	Vehicles, Machinery & Equipment	Completed	2019 2022	Special Revenue	Yes	Current Revenues	Prop. 172	\$ 88,108	\$ 33,000						\$ 33,000	The first set has been purchased and placed into service. Second set has been purchased. Final purchase yet planned for FYE 22.	Budget Adopted	✓		
SCBA Compressor		This specialized unit is necessary and mandatory to fill Self-Contained Breathing Apparatus Bottles crucial for the Ukiah Valley Fire Authority to carry out our mission of saving and protecting life, property, and the environment. This unit will be housed at the Central Station and will replace our current mobile air unit, which is currently out of service.		Fire Authority	City Fire	10021210.8010-0	18195	N/A	Doug Hutchison	dhutchison@cityofutah.com	1500 South State Street	Vehicles, Machinery & Equipment	Completed	2021 2022	General	Yes	New Revenues			\$ 54,661	\$ 60,000						\$ 60,000	This will require new funding. Moved from FYE 21 due to COVID-19.	Budget Adopted	✓</	

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

POLICE DEPARTMENT																															
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	21/22	22/23	23/24	24/25	25/26	26/27	Totals	Comments	City Council Status				
Annual Police Car Replacement	Annually the Police Department schedules the replacement of two patrol cars. Typically, a patrol car lasts about 3 years before it reaches the end of it's service life. It takes the department about a year to order, receive and outfit a car for patrol use. By scheduling regular replacement of cars, the department ensures we have enough cars available for use.	Police	Police	10002010.8010		V4209 & V4215	N/A	Noble Waidelich	nwaidelich@cityofvukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Ongoing	2021	2026	General	No	New Revenues	May explore financing options.	\$ 100,000		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 700,000	The Department has maintained a vehicle replacement plan of two vehicles per year, which was previously reduced due to COVID-19. The budget has been increased from \$100k yearly, as current vehicle replacement actual cost exceeds prior budgeted amounts. This is also a consideration of inflation.	Reviewed	✓			
Replace Vehicle Mounted Video Cameras	The Ukiah Police Department has utilized vehicle mounted video cameras within Police vehicles for approximately 20 years, to memorialize officer contacts, criminal conduct, and investigative activities. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current recording equipment has been in use since 2015, and the recording hardware, software and operating system are outdated and have become cumbersome and unreliable. The replacement system would provide for evidentiary data storage and processing as well as technical, software, and hardware support throughout a 5 year purchasing plan.	Police	Police	10002010.5410	18241	N/A	Noble Waidelich	nwaidelich@cityofvukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2021	2026	General	No	New Revenues	Grant funding may be available.	\$ 31,676	\$ 32,237						\$ 63,913	Project is complete. Removed budget for future years.	Reviewed	✓			
Replace Tasers	The Ukiah Police Department has deployed Tasers since 2018, utilizing a 5-year purchasing program to maintain current equipment and which provides support for hardware, supplies, and technology through the term of the agreement. The current agreement with Axon expires in 2022.	Police	Police	10002010.5410	18345	N/A	Noble Waidelich	nwaidelich@cityofvukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2022	2026	General	No	New Revenues	Grant funding may be available.	\$ 41,345		\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 160,000	As explained in our prior CIP plan, the department has maintained a purchasing plan to support our tasers, which is expiring this year. Unless renewed, equipment will not be replaceable or supported. Yearly pricing has increased from \$15k.	Reviewed	✓				
Replace Body Cameras	The Ukiah Police Department has deployed body-cameras to memorialize officer contacts, criminal conduct, and investigative activities for more than 10 years. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current purchasing program expires in 2023, and provides for evidence storage, current and reliable equipment, and support for hardware and software for the term of the agreement.	Police	Police	10002010.5410	18346	N/A	Noble Waidelich	nwaidelich@cityofvukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2023	2026	General	No	New Revenues	Grant funding may be available.	\$ 98,037		\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 260,000	As explained in our prior CIP plan, the department has maintained a purchasing plan to support our body worn cameras, which is expiring in May of 2023. Unless renewed, equipment will not be replaceable or supported, essentially making them inoperable. Due to the fact that our tasers are also due for renewal, the department is exploring a bundling option as a cost saving measure. Overall cost has increased from \$78k.	Reviewed	✓				
SUB-TOTAL																			\$ 171,058	\$ 132,237	\$ 234,000	\$ 234,000	\$ 234,000	\$ 234,000	\$ 84,000	\$ 1,183,913					
PUBLIC WORKS DEPARTMENT																															
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	21/22	22/23	23/24	24/25	25/26	26/27	Totals	Comments	City Council Status				
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Public Works	Streets	10024620.8010	E1001	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.	\$ -		\$ 40,000					\$ 40,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24. Working with Fleet Maintenance staff on evaluation. Moving to FYE 23. Continued evaluation and validation of justification required prior to purchase.	Reviewed	✓			
Asphalt Roller - Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Public Works	Streets	10024620.8010	E1612	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 22,000				\$ 22,000	Moved from FYE 23 due to COVID-19. Working with Fleet Maintenance staff on evaluation.	Reviewed				
Asphalt Paver - Shared Cost	The current equipment is Equipment #1811, a 1998 Leebay Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Public Works	Streets	10024620.8010	E1812	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 70,000				\$ 70,000	Moved from FYE 23 due to COVID-19. Working with Fleet Maintenance staff on evaluation.	Reviewed				
Bucket Truck Replacement - Shared Cost	There are currently two bucket trucks, Vehicle #2231, a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018, and Vehicle #2230, a 1995 Ford F450, which will be kept into service until it is replaced. It is used to trim street and park trees, and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost. Total cost: \$120,000	Public Works	Streets	10024620.8010	V2231	Shared with 120 Parks	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	General	No	Current Revenues												Vehicle to match replacement with surplus from Electric Utility. Moved to FYE 23. Removed ... Electric buying out with a 2 year lead time, which will result in this department getting the one that is being replaced.	Reviewed		
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vector trucks and be available to support mowing and fire operations. Five divisions share the cost: \$150,000 total	Public Works	Streets	10024620.8010	T80	Shared with 120 Parks, 720 Airport, 820 Water, and 840 Wastewater	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues													Moved to FYE 23 - Spent over \$150k this past year for rental of a unit. Moved from FYE 24 due to COVID-19. Moved from FYE 23. If new Fire Tender is approved for FYE 23, the replaced unit will become available for other City departments, and this item will be eliminated. Removed - Fire is ordering one, and the one being replaced will be available for use.	Reviewed	
Flat Rack Truck	Replace existing Flat Rack Truck due to age and mileage.	Public Works	Streets	10024620.8010	V2236	N/A	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	General	Yes	Current Revenues								\$ 62,500	\$ 62,500	Moved from FYE 22 due to COVID-19.	Reviewed				
3-Yard Dump Truck	Replace existing 3-yard dump truck due to age and mileage.	Public Works	Streets	10024620.8010	T80	N/A	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues					\$ 102,000					\$ 102,000	Moved from FYE 23 due to COVID-19.	Reviewed			
Loader Replacement	Replace existing loader due to CARB requirements.	Public Works	Streets	10024620.8010	E1413	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	Yes	Current Revenues				\$ -	\$ 110,000					\$ 110,000	Working with Fleet on evaluation. Continued evaluation and validation of justification required prior to purchase. Moved from FYE 22.	Reviewed	✓		
Dump Truck Replacement	Dump Truck Replacement for 3 years. This equipment is used to maintain and repair the infrastructure for our citizens. Total cost: \$500,000	Public Works	Corporation Yard	20834300.8010	18017	N/A	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Internal Service	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 500,000					\$ 500,000	Moved from FYE 22 due to COVID-19. Reduced cost from \$750k due to splitting Loader to separate line.	Reviewed			
Snap-On Toolsets	Snap-On Tools, Master Set Tool set and Fleet Pin Set.	Public Works	Garage	20324100.5410	2	N/A	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2023	Internal Service	Yes	Current Revenues					\$ 80,000					\$ 80,000	Garage Tool Sets	Not Reviewed	✓		
SUB-TOTAL																			\$ -	\$ -	\$ 210,000	\$ 694,000	\$ -	\$ 62,500	\$ -	\$ 966,500					
WATER RESOURCES DEPARTMENT																															
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline Start	Project Timeline End	Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	21/22	22/23	23/24	24/25	25/26	26/27	Totals	Comments	City Council Status				
Replace Water Treatment Plant Service Truck	The current vehicle's useful is expected to be exceeded in future years and will need to be replaced.	Water Resources	Water Treatment Plant	8227711.8010	V3754	N/A	David Kirch	dkirch@cityofvukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 70,000					\$ 70,000	Moved from FYE 23. Moved back to FYE 23. Increased amount from \$50k due to revising to a 3/4 ton with lift gate, as well as inflation. EV is not an option at this time due to the heavy duty needs.	Reviewed	✓			
Convert Chlorine Gas to Liquid Chlorine at Water Treatment Plant	This project will replace chlorine gas at the Water Treatment Plant and convert to Liquid Chlorine for safety reasons	Water Resources	Water Treatment Plant	8227711.8010	18133	N/A	Michelle Wagernet	mwagernet@cityofvukiah.com	Water Treatment Plant	Infrastructure	New	2020	2024	Enterprise	Yes	Current Revenues					\$ 50,000	\$ 270,000				\$ 320,000	Was budgeted FYE 20, moved to start in FYE 21 due to COVID-19. Moved \$270k from FYE 22. Moved \$50k from FYE 21. Moved \$50k from FYE 22.	Budget Adopted	✓		
Replace Turbidimeters	Replace Turbidimeters at Water Treatment Plant.	Water Resources	Water Treatment Plant	8227711.8010	18353	N/A	Michelle Wagernet	mwagernet@cityofvukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues					\$ 75,000					\$ 75,000		Reviewed	✓		
Transfer Pump	Purchase a transfer pump for emergency use at the Backwash Basins and Intertie.	Water Resources	Water Treatment Plant	8227711.8010	18242	N/A	David Kirch	dkirch@cityofvukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues													Removed \$25k from FYE 22. Acquired through a drought management grant. Complete.	Reviewed	
Water Meter Replacements	Upgrade aged meter in order to provide increased service efficiency.	Water Resources	Water Operations	8202711.8010	18074	N/A	Don Brown	dbrown@cityofvukiah.com	Various	Vehicles, Machinery & Equipment	New	2020	2026	Enterprise	Yes	Current Revenues				\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -		\$ 100,000	Ongoing - reduced FYE 21 from \$50k, added \$50k to FYE 24 due to COVID-19. Added funding for FYE 25 and 26. Removed \$50k from FYE 22, FYE 23, and FYE 26. Scope being re-evaluated against other projects going on.	Budget Adopted			
Replace Water/Sewer Operations Call Truck - Shared Cost	The current vehicle's useful is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	8402722.8010	V3753	Shared with 840 Sewer	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues					\$ 40,000					\$ 40,000	Increased amounts in both Water and Sewer from \$30k each due to inflation. EV is not an option at this time due to the heavy duty needs.	Reviewed	✓		
Replace Water/Sewer Operations Lead Worker Truck - Shared Cost	The current vehicle's useful life is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	8202711.8010	T80	Shared with 840 Sewer	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues						\$ 22,500				\$ 22,500	Increased amounts in both Water and Sewer from \$20k each due to inflation. Electric vehicle.	Reviewed			
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Water Resources	Water Operations	8202711.8010	E1001	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofvukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.	\$ -		\$ 40,000					\$ 40,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24. Working with PW and Fleet on evaluation. Moving to FYE 23. Continued evaluation and validation of justification required prior to purchase.	Reviewed				
Asphalt Roller - Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller.																														

Definition of terms used:	
Project Name	The name of the project.
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
Division	The specific division within the identified department where the expenditure will be made within the budget.
Org/Object	The proposed account code where the expense will be accounted for.
Project Number	The number assigned to track all expenses related to the project.
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING" or "COMPLETED".
Project Timeline	General calendar year "start" and "end" date.
Funding Source	The Fund the actual expense will come out of.
Funding Identified	"Yes" indicating funding has been identified and will be available; "No" indicating funding has not yet been identified and is unavailable.
Funding Type	"Reserves" indicates it is, or is planned to be, transferred from a reserve account; "Current Revenues" means that the expenditure is anticipated to funded by existing revenues at the time of the purchase; "New Revenues" means that a funding source other than current revenues will be used, including or grant funding or fundraising.
Funding Type Add '1	To further explain, as necessary, the funding type used selected.
Comments	Costs spent on the project.
Costs to date	
Estimated Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.
Totals	The sum of the five year estimate for each project.
Comments	Additional information as needed.
City Council Status	"Not Reviewed"- First time that Council has been presented the project; "Reviewed"- Council has been presented the project during an agendaized meeting; "Explore"- Council has reviewed and has asked staff to further explore; "Reviewed and Supported"- Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted"- Council has approved the project through the Council action that takes place through either the full budget adoption process, or through a specific agendaized item brought to Council.

*Refer to last page of this document for definition of terms used.

FACILITIES/BUILDINGS/LAND																			
Airport																			
Project Name	Project Description	Department	Division	Project Number	Project Contact Name	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
									21/22	22/23	23/24	24/25	25/26	26/27					
Fencing at Airport	Fencing is needed at the North East corner of the airport property.	Airport	Airport	18348	Greg Owen	Airport Fund				\$ 30,000					\$ 30,000		Not Reviewed		
SUB-TOTAL:									\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000			
COMMUNITY SERVICES DEPARTMENT																			
Project Name	Project Description	Department	Division	Project Number	Project Contact Name	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
									21/22	22/23	23/24	24/25	25/26	26/27					
Todd Grove Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	18102	Jarrold Meyer	TBD	General Fund		\$ 150,000						\$ 150,000	Moved from FYE 21 due to COVID-19. Prioritization and funding source(s) under review. Estimated cost is \$150k. Added funding for FYE 22. Request for Proposal in development.	Budget Adopted		
McGarvey Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	18116	Jarrold Meyer	TBD	Fiscal Year Allocation TBD								\$ -	Moved from FYE 22. Moved from FYE 24. Prioritization and funding source(s) under review. Estimated cost is \$75k. Exploring the Urban Greening Grant for possible funding.	Reviewed		
McGarvey Park Irrigation	Replace Irrigation System Plan	Community Services	Parks	18103	Jarrold Meyer	TBD	Fiscal Year Allocation TBD			\$ 10,000					\$ 10,000	Moved from FYE 24. Moved from FYE 22. Suggest \$10k for new landscape plan before moving irrigation and repaving paths. Prioritization and funding source(s) under review. Estimated cost is \$10k for new landscape/irrigation plan, \$100k for construction of irrigation, plantings, and repaving paths. \$10k recommended for now.	Reviewed		
Pool Pump House	The pool pump house pool is in need of replacement due to age and general deterioration of the building.	Community Services	Parks	18012	Jarrold Meyer	TBD	Fiscal Year Allocation TBD								\$ -	Project was formerly called "Pool Block House". Looking for funding. Moved from starting FYE 21. Prioritization and funding source(s) under review. Estimated cost is \$250k.	Reviewed		
Riverside Park	State grant to provide some grading, flood surveying, debris removal and planting.	Community Services	Parks	18014	Jarrold Meyer	Grant	Grant funded.	\$ 179,592	\$ -	\$ 832,005					\$ 832,005	RFP for design process is complete 12/2018; Hydrology studies and CEQA complete. Work expected to start in late spring or early summer, with expectation of project completion in FYE 22. Most recent schedule indicates bidding in the fall of 21. Moved from FYE 22. Master plan complete, CEQA review close to finished. Construction anticipated to start in Summer with project completion due 12/31/22.	Budget Adopted		
Wagenseller Park Plan	Park master plan needed once a site is identified.	Community Services	Parks	18063	Neil Davis	Capital Projects	Potential for Prop 68 funding.								\$ -	Location and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$3-5 million.	Reviewed		
Wagenseller Park Development	In 2017 the Community Development Department began work on a Wagenseller Park Feasibility Analysis. It has been determined through the analysis and other surveys a park is needed in the Wagenseller area. Extensive landscaping, equipment purchase and installation needed.	Community Services	Parks	18063	Neil Davis	Capital Projects	Staff will continue to seek grant funding for development. Potential for Prop 68 funding.				\$ 875,000				\$ 875,000	Working with RCHDC to determine location along with seeking grant funding. Reduced the amount from \$950k, to break out the Master Plan into a separate line item. Moved from FYE 23.	Reviewed		
Todd Grove Park Wall and Parking Safety Issues	Develop a conceptual design and maintenance plan for the wall, as well as addressing parking safety issues around the park. The design would likely including low impact development features to provide a buffer between vehicles and the wall. The goal is to get a project ready for potential grant funding.	Community Services	Parks	18071	Jarrold Meyer	General	Potential Water Recharge Grant		\$ 12,000						\$ 12,000	Council refers to Park & Recreation Commission for review and consideration for concept and funding for parking & safety issues. Parks, Recreation and Golf Committee provided staff with some suggested action. Staff continues to research the project. Moved from FYE 21. RFP in development.	Budget Adopted		
Todd Grove Park and Pool Recreation Facility	Addition of Recreation Building to the Pool Facility where the unusable kiddie pool is. This will eliminate the Splash Pad and Day Camp Office projects from this CIP list. Facility will serve Day Camp, Recreation Classes, Facility Rentals, Trainings, Meetings, Youth Sports Practices and Green Room for Concerts.	Community Services	Parks/Aquatics/Recreation	TBD	Jake Burgess	Grant Funded	Fiscal Year Allocation TBD								\$ -	New project which will eliminate duplication and serve multiple divisions and functions. Prioritization and funding source(s) under review. Estimated cost is \$1 million.	Reviewed		
Civic Center Front of Building Eeplacement of Tile, Clean and Paint	Tile missing and/or broken, front of building needs cleaning and painting.	Community Services	Building & Grounds Maintenance	18106	Kerry Randall	General	Utilizing Building Fund Reserves.			\$ 80,000					\$ 80,000	The Civic Center Buildings have been power washed/cleaned. Project deferred. Moved \$45k from FYE 20, and moved \$35k from FYE 21 due to COVID-19. Combined budget for FYE 22 and FYE 23 into one budget for FYE 22. Moved from FYE 22.	Reviewed		
Civic Center Bathroom Tile	The tiles in the bathrooms at the Civic Center have come loose and are creating a tripping hazard. Tile needs to be removed and replaced. Cement floor needs to be treated to exclude calcium intrusion.	Community Services	Building & Grounds Maintenance	18107	Kerry Randall	General	Utilizing Building Fund Reserves.			\$ 35,000					\$ 35,000	Moved to FYE 22 due to COVID-19. Moved from FYE 22.	Reviewed		
Civic Center Roof Replacement	Roof and skylights are showing signs of failure. Failed over dispatch and a temporary tarp roof was implemented.	Community Services	Building & Grounds Maintenance	18319	Kerry Randall	Internal Allocations	Indirect cost allocation.			\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		\$ 400,000	Department estimates roof replacement/repair cost at \$400,000; Capitalize costs over the next 4 years.	Not Reviewed		
Civic Center Police Parking Cover Insulation Replacement	The insulation in the exterior parking cover has failed that cover the public safety vehicles. To protect police vehicles and improve aesthetics.	Community Services	Building & Grounds Maintenance	18320	Kerry Randall	Internal Allocations				\$ 35,000					\$ 35,000		Not Reviewed		
Civic Center HVAC Replacement	HVAC units are aging and failures are imminent.	Community Services	Building & Grounds Maintenance	TBD	Kerry Randall	Internal Allocations					\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000	Replace two units per year	Not Reviewed		
Civic Center Lunch Room Floor Replacement	Replace floor in lunch room due to water intrusion from bathroom leak.	Community Services	Building & Grounds Maintenance	TBD	Kerry Randall	Internal Allocations						\$ 10,000			\$ 10,000		Not Reviewed		
Bank of America Building Acquisition, Renovation, and Services Relocation	Procurement of BoFA building on S. State, rehabilitation, service relocation, and reconfiguration of Civic Center.	Community Services	Building & Grounds Maintenance	18176	Shannon Riley	External Financing	Purchase Completed FY 2021; Rehabilitation Costs TBD, Funded by Series 2020A Bond	\$ 762,562		\$ 1,326,679					\$ 1,326,679	Council has approved acquisition of building and is aware of estimated rehab costs. Council still needs to review master plan, including transfer of services and reconfiguration of Civic Center admin. Moved from FYE 22. Revised amount from \$1,623,233 due to current available bond funds.	Reviewed and Supported		
Security Fencing at Ukiah Police Department Parking/Entrance/Exit Areas	Currently the Ukiah Police Department parks their vehicles, enters and exits the station on the south side of the Civic Center. This area is unsecured and a high security risk to those entering and exiting the building & vehicles. Securing the area with fencing and gates that only UPD and Staff have access to will provide the necessary safety needed for the UPD. Fencing and a gate would be installed near the entrance at Oak Street, follow the driveway to the Civic Center building. An additional gate would be installed near the Fire bay doors closer to Dora Street and run down the driveway back toward Oak Street.	Community Services	Building & Grounds Maintenance	18187	Kerry Randall	New Revenues	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review; Department estimate/request is \$189,000-\$200,000; Project is contingent on the identification of a non General Fund source. Moved from FYE 21 due to COVID-19. Moved from FYE 22 due to COVID-19 and funding restriction.	Reviewed		
Carpet Replacement - Police Department Offices	The carpet in the Police Department offices is extremely worn with spots that can no longer be removed, along with some areas that are torn.	Community Services	Building & Grounds Maintenance	18176	Kerry Randall	Internal Service	Funded by Series 2020A Bond			\$ 51,000					\$ 51,000	Moved from FYE 21 due to COVID-19. Part of larger Civic Center service relocation and reconfiguration project. Moved from FYE 22.	Budget Adopted		
Train Depot HVAC	Replace failing HVAC at the Train Depot.	Community Services	Building & Grounds Maintenance	18255	Kerry Randall	General		\$ 8,000							\$ 8,000	Unit failed. Heating and air are not working. Tenants are complaining. Evaluation from contractor confirms replacement necessary. Repair has been completed.	Budget Adopted		

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Observatory House Sewer Lateral	Replace sewer lateral connection at the Observatory House.	Community Services	Building & Grounds Maintenance	18321	Kerry Randall	General				\$ 15,000					\$ 15,000	Existing sewer lateral has a 90 degree turn and is causing regular sewage backups.	Not Reviewed	
Observatory House and Buildings Exterior Paint	Paint, repair and replace trim as needed.	Community Services	Building & Grounds Maintenance	18322	Kerry Randall	General				\$ 20,000					\$ 20,000	House paint has deteriorated and must be repainted to retain the integrity of the wood siding and trim. Historic Observatory also in need of maintenance.	Not Reviewed	✓
Observatory House ADA Ramp	Replace temporary ADA ramp built ten years ago with a permanent ADA ramp.	Community Services	Building & Grounds Maintenance	18323	Kerry Randall	General					\$ 15,000					Priority item for building code compliance.	Not Reviewed	
Picnic Area at Todd Grove Park	The Todd Grove picnic area is in need of replacing the asphalt surface area, barbeque and tables. There is currently \$50,000 in Park Development Funds 25100000.39044 to begin planning and design of the area.	Community Services	Parks	18013	Jarrold Meyer	Capital Projects	Utilizing Park Development funds and General Funds.		\$ -	\$ 100,000					\$ 100,000	Moved to FYE 22 due to COVID-19. Increased from \$50k. Moved to FY23 due to potential funding exploration with CalTrans Clean CA Grant.	Budget Adopted	
Todd Grove Park Play Equipment Replacement	The State of California Health and Safety Code calls for all public agencies operating playgrounds, shall upgrade their playgrounds by replacement or improvements as necessary. Replacement is necessary due to the age of the equipment, the rising cost of replacement pieces, and safety concerns.	Community Services	Parks	18009	Jarrold Meyer	Grant	\$177k grant funded; balance General Fund		\$ 230,000						\$ 230,000	Prop 68 Per Capita Funding. Moved from FYE 20. Moved from FYE 21. Procurement in progress.	Budget Adopted	✓
Playground Equipment Replacement - Oak Manor	Replacement of this equipment is necessary, due to the age and high usage of this equipment, as well as safety concerns. Staff will be seeking grant funds to assist with the cost.	Community Services	Parks	18010	Jarrold Meyer	Grant	Seeking grant funding.			\$ 100,000					\$ 100,000	Staff applied for Prop 68 funds for park renovations including new playground equipment. Awards have not been announced.	Reviewed	✓
Softball Fields Restroom Concession Building Roof Replacement	Replace roof at softball fields.	Community Services	Parks	18110	Jarrold Meyer	TBD	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review. Roof currently has some leakage and panels are peeling up. Staff is currently evaluating the project. Need to explore grant funding. Department estimate/request is \$50,000	Reviewed	
Softball Fields Irrigation Replacement	Replace irrigation at softball fields.	Community Services	Parks	TBD	Jarrold Meyer	TBD	Seeking grant funding.								\$ -	Irrigation system is inefficient and difficult to control coverage to maintain healthy turf. Needed to remain competitive for tournaments and reduce liability. Need to explore grant funding. Department estimate/request is \$500,000.	Not Reviewed	
Skate Park Security Fence	Replace front-facing fence with an equally decorative, less vandalism prone, more secure fencing.	Community Services	Parks	18324	Jarrold Meyer	TBD	Seeking grant funding.								\$ -	Current fence easily broken to allow after-hour access. Frequent repairs and lack of security with current fence. Department estimates project cost at \$40,000.	Not Reviewed	
Skate Park Phase 2 - Back Lot Development	Develop additional area for meeting, band stand, viewing platforms. Install lighting.	Community Services	Parks	TBD	Jarrold Meyer	TBD	Seeking grant funding.								\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$250,000	Not Reviewed	
Museum Exterior Painting	Museum exterior is in need of painting to ensure on-going protection of the wood surface. According to staff it has been close to ten years since last exterior painting. Major benefits include the protection of a major City asset and the maintaining of the beauty of the building for the public.	Community Services	Museum	18023	David Burton	TBD	Seek funding assistance.			\$ 40,000					\$ 40,000	Seek alternate funding. Moved from FYE 21. Increased from \$35k. This maintenance needs to happen this year. Trim around windows and doors are going to fail and need to be replaced if maintenance is deferred.	Reviewed	✓
Security Cameras at Museum	Outdoor security cameras for protection of property.	Community Services	Museum	18111	Neil Davis	TBD	Seek funding assistance.				\$ 20,000				\$ 20,000	Seek alternate funding. Budget moved from FYE 21, and increased from \$14k. Moved from FY 22 and again in FYE 23 due to higher priorities.	Reviewed	
New HVAC for Sun House	Current HVAC is 30 years old, failing beyond repair, and needs to be replaced.	Community Services	Museum	18325	David Burton	Grant Funded	Seek funding assistance.		\$ 23,500	\$ -					\$ 23,500	Unit was repaired in March 2020. It was advised that it may no longer be repairable and to begin budgeting for a new unit. Cost shown is rough budget, and will work to be more refined. Heating and A/C functions completely failed as of July 2021. Electrical panel also identified as old and needing replacement. All paintings, baskets, and rare books have been removed to collections storage for their protection. Project was awarded in FYE 22 and in progress.	Reviewed	
Conference Center Exterior Painting	Building exterior needs painting	Community Services	Ukiah Valley Conference Center	18112	Kerry Randall	Enterprise					\$ 45,000				\$ 45,000	Funding not secured, planning for routine maintenance. Moved from FYE 21. Moved from FYE 23.	Reviewed	
Conference Center Floor Repair	Lobby tiles are loose and missing, becoming a safety hazard, need to be replaced.	Community Services	Ukiah Valley Conference Center	18113	Kerry Randall	Enterprise					\$ 15,000				\$ 15,000	A lime intrusion has lifted tiles from conference center foyer. Moved from FYE 20 due to COVID-19. Moved from FYE 22 due to COVID-19.	Reviewed	
Conference Center Security Cameras	Install new security cameras inside and outside the building.	Community Services	Ukiah Valley Conference Center	18114	Kerry Randall	Enterprise					\$ 25,000				\$ 25,000	Looking for funding. Split out cameras as it's own project. Moved from FYE 23 due to COVID-19. Reduced amount from \$100k, and moved to FYE 24.	Reviewed	
Conference Center Security	Security keyless door lock entry.	Community Services	Ukiah Valley Conference Center	18189	Kerry Randall	Enterprise					\$ 30,000				\$ 30,000	Recent theft and safety concerns. Split out the cardlock from the cameras. Moved from FYE 21 due to COVID-19. Moved from FYE 22 due to COVID-19.	Reviewed	
Conference Center Bathroom Repair	Replace bathroom counter tops and sinks.	Community Services	Ukiah Valley Conference Center	TBD	Kerry Randall	Enterprise					\$ 25,000				\$ 25,000	Moved from FYE 22 due to COVID-19.	Reviewed	
Conference Center HVAC Replacement	Replace aging HVAC at the UVCC before they fail and the rooms are unusable or emergency repairs become prohibitively expensive.	Community Services	Ukiah Valley Conference Center	18326	Kerry Randall	Enterprise				\$ 35,000					\$ 35,000		Not Reviewed	✓
Conference Center Kitchen Grease Trap Interceptor	Install grease trap interceptor to meet code requirements.	Community Services	Ukiah Valley Conference Center	18327	Kerry Randall	Enterprise				\$ 15,000					\$ 15,000		Not Reviewed	✓
SUB-TOTAL:									\$ 942,154	\$ 423,500	\$ 2,794,684	\$ 1,085,000	\$ 275,000	\$ 150,000	\$ 50,000	\$ 4,713,184		

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ELECTRIC UTILITY DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Electric Utility Service Center - Remodel & Facility Improvements	Provides offices and warehouse facilities for the Electric Utility Dept. to better serve the community. Currently offices are located in 40 year old temporary modular buildings with no foundation. The electrical construction and maintenance materials are stored in an uninsulated unsealed tin building.	Electric Utility Department	Administration	17023	Cindy Sauers	Enterprise		\$ 3,033,405	\$ 350,000	\$ 750,000					\$ 1,100,000	Expanded scope including re-roof task. Reduced FYE 20 by \$1.550 mil and moved into FYE 21. Project is currently out to bid. Increased FYE 22 from \$120k, and FYE 23 from \$30k. Project is 60% complete. Supply chain issues with electrical equipment. Delayed. Moved \$750k to FYE 23 for interior improvements.	Reviewed and Supported	
Renewable Resource Development - Solar	Renewable energy development for the Utility's resource portfolio in meeting the States green energy mandates.	Electric Utility Department	Administration	ECC01	Cindy Sauers	Enterprise				\$ 2,000,000	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000		\$ 5,500,000	Rebudgeted to insure replacement roofing system meets building, solar and grading requirements. Moved \$1.2 mil out of FYE 20, and moved into FYE 21. Increased FYE 22 and FYE 24 from \$50k, reduced FYE 25 from \$1 mil. Pushed to 22/23 fiscal year, and increased overall amount from \$2,750,000 due to size of Hasting solar system.	Reviewed and Supported	
Hydroelectric Plant Warehouse, Shop and Restroom	Needed to store hydro specialized plant materials, spare parts, provides staff workspace and restroom/sink facilities.	Electric Utility Department	Technical Services	18038	Cindy Sauers	Enterprise				\$ 225,000					\$ 225,000	Moved from FYE 21 due to COVID-19. Received approval from Army Corp to tie into water line. Pushed to 22/23 FY and increased funding due to inflation.	Reviewed	
Substation Site Development	Evaluate the need and sites available to construct a future electrical substation to serve future loads based on planning forecasts of the City's growth.	Electric Utility Department	Technical Services	18046	Cindy Sauers	Enterprise					\$ 300,000				\$ 300,000	\$20k moved from FYE 21, and \$300k from FYE 22 due to COVID-19. Moved to 23/24 due to heavy workload.	Reviewed	
Material Storage Yard	Purchase of land for material storage yard.	Electric Utility Department	Administration	18263	Cindy Sauers	Enterprise				\$ 150,000					\$ 150,000	Moved from FYE 22.	Reviewed	
SUB-TOTAL:									\$ 3,033,405	\$ 350,000	\$ 3,125,000	\$ 1,800,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ 7,275,000		
FINANCE DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Card Lock Phase II	The Police Department is in need of providing a more controlled, secure environment for their officers and employees. Administrative offices and additional doors in the Civic Center and Annex are also under consideration. Card lock provides access security to all entrances and exits using key fobs and access cards. Some key doors in the Civic Center and Annex contain card locks and are providing a high level of access security. This would provide additional public safety as well.	Finance	IT	15019	Ryan Burkhart	Internal Service		\$ 85,000							\$ 85,000	This would be an expansion to the existing Card Lock system. Moved from FYE 21 due to COVID-19. Updated 21/22 cost from \$85k since the past estimate was from 2015 (approximation without revised quote in hand.)	Reviewed	
SUB-TOTAL:									\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000		
FIRE AUTHORITY																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Fire Station Upgrades and Retrofit	The Fire Stations are in dire need of an upgrade. At the South Station (due to the building's layout and size), UVFA has currently outgrown the living space. The station needs to include additional bedrooms; a bathroom with an extra shower; office space, and installing security measures to protect the facility and fire equipment. This upgrade will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs. It will also comply with the current fire code by installing a sprinkler system. The North Station is also in need of improvements to the grounds and security of the station. The driveway and pad require repair, which would reduce the impact on department equipment.	Fire Authority	City/District	TBD	Doug Hutchison	TBD	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$250,000; Additional evaluation of North Station Location is needed prior to expending substantial funding on existing location. Removing and addressing each station separately.	Reviewed	
Emergency Standby Generators	This project will include placing two external generators with automatic transfer capabilities at the North and South Stations. The project also includes updates to the current electrical system and panels to integrate the building's generators. These generators will allow for power at the stations during an emergency or planned power outage. The facilities must be able to operate and carry out the Authority's mission regardless of outside influences, making both stations self-sufficient. As planned power outages are expected to continue for the foreseeable future, along with sporadic emergency outages, the Authority must maintain power for critical infrastructure needed to complete our mission.	Fire Authority	City/District	TBD	Doug Hutchison	TBD	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$120,000; Removing and addressing with each station separately.	Reviewed	
South Station Replacement	The South Station (Station-681) has surpassed its useful life span as the facility infrastructure no longer meets the needs of the UVFA as current staffing levels have outgrown the existing living space. Station-681, initially a California Highway Patrol station, was converted into a fire station and designed to house one full-time staff member; UVFA currently staffs the station with three full-time team members per day (24-hours). Additionally, as UVFA grows, it is anticipated that a full-time ambulance with another two full-time team members will be there per day in the foreseeable future. Station-681's current footprint would not be equitable or appropriate for use or a remodel due to size. Complete replacement of the station is necessary, also a consideration for station location, selecting a strategic location to give the most optimal service to the Ukiah Valley.	Fire Authority	District	18334	Doug Hutchison	TBD	Seeking grant funding.								\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$10 million.	Not Reviewed	
North Station Replacement	The North Station (Station-683) has surpassed its useful life span as the facility infrastructure no longer meets the needs of the UVFA as current staffing levels have outgrown the existing living space and equipment storage. Station-683 was purchased as a temporary solution to have equipment and personnel stationed in the north end of Ukiah Valley for strategic planning and deployment of services. UVFA currently staffs the station with three full-time team members per day (24-hours). As with all other UVFA stations, it is anticipated that a full-time ambulance with another two full-time team members will be there per day in the foreseeable future. Station-683's current footprint would not be equitable or appropriate for use or a remodel due to size. Complete replacement of the station is necessary, also a consideration for station location, selecting a strategic location to give the most optimal service to the Ukiah Valley.	Fire Authority	District	18335	Doug Hutchison	TBD	Seeking grant funding.								\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$10 million.	Not Reviewed	
Central Station Retrofit	The Central Fire Station (Station-682) is in need of upgrades and retrofit. Station-682, until recently, was used as equipment storage and base of operations for volunteers, along with housing the On-Duty Duty Officer. It currently is staff with the Duty Officer and one full-time ambulance staffed by two team members per day (24-hours). Retrofits and upgrades are needed for bedrooms, bathrooms, office space, kitchen, living space, apparatus bay, the exterior (including roof repairs), heating and cooling systems, and installing security measures to protect the facility and fire equipment. These upgrades/retrofits will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs as it is anticipated that additional staffing (fire/EMS) will be added in the foreseeable future.	Fire Authority	City	18336	Doug Hutchison	TBD	Seeking grant funding.								\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$850,000	Not Reviewed	

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Training Tower Grounds	The County of Mendocino received a large sum of funds from PG&E as part of the restitution settlement. As part of the settlement agreement, the County has set aside funds for fire service training; thus, the County of Mendocino is purchasing a sizeable 5-story training tower for the Fire Services in Mendocino County. An MOU is currently being created between the County of Mendocino and Ukiah City to maintain the training facility. This facility and grounds have the ability to serve multiple departments within the municipality (Fire, Police, Utilities, etc.) for training purposes. With the placement of the tower, the grounds (i.e., pavement, water system, electric, additional training props, etc.) will be the city's responsibility.	Fire Authority	City	18337	Doug Hutchison	TBD	\$399,971 from PG&E Settlement Funds for Tower	\$399,971	\$399,971	\$25,000						\$424,971	The \$399,971 for the tower purchase is covered by the grant and \$25k is for initial site work to prepare the site for installation. **Additional site work and improvements will likely be necessary depending on final location and needs.**	Reviewed	✓
Training Room - Central Station	The Training Room and the Central Fire Station (Station-682) require upgrades and retrofitting. The central training room is currently the primary training classroom; it also serves as the Emergency Center of Operations (EOC) in a catastrophic event for the city or surrounding area. As technology has rapidly changed, the room needs to be upgraded to match the changes to give our team members the tools needed to complete our mission. Additionally, UVFA identified an issue with the availability or lack of training relying on outside resources. After identifying the problem, strategic planning was put into place to bring our team members the necessary and required training in-house, thus requiring upgrades. Upgrades include tables, chairs, audio, video, internet accessibility, phone systems (including 911 operability), internal & external communication capabilities, whiteboards, planning boards, etc.	Fire Authority	City	18338	Doug Hutchison	TBD	Seeking grant funding.									\$-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$50,000.	Not Reviewed	
SUB-TOTAL:								\$399,971	\$399,971	\$25,000	\$-	\$-	\$-	\$-	\$-	\$424,971			
PUBLIC WORKS DEPARTMENT																			
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
									21/22	22/23	23/24	24/25	25/26	26/27					
HVAC Upgrade—Garage	The garage's heating and air is inefficient, old and needs to be upgraded. An upgrade will provide economical benefits in energy savings.	Public Works	Corporation Yard	18018	David Kirch	Internal Service										↔	Look for alternative energy sources as part of the consideration of this project. Moved from FYE 21 due to COVID-19. \$52k removed from FYE 23. Will be part of Corp Yard Renovation Project.	Reviewed	
Corporation Yard Rehabilitation	Conduct a needs assessment to determine the best and most effective way to rehabilitate the Corporation Yard for the Water, Sewer, Street and Fleet Maintenance.	Public Works	Corporation Yard	18190	David Kirch	Internal Service										↔	Needs Assessment for Corp Yard Facility. Moved from FYE 21 due to COVID-19. Moved from FYE 23. \$50k removed from FYE 22. Will be part of Corp Yard Renovation Project.	Reviewed	
Corporation Yard Renovation Project	Complete renovation of existing Corporation Yard, teardown of all accessory buildings and build new structures for Streets, Water & Sewer staff and whatever else is deemed necessary from study.	Public Works	Corporation Yard	18190	David Kirch	Series 2022 Lease Revenue			\$1,500,000	\$13,500,000						\$15,000,000	Needs Assessment for Corp Yard Facility. Moved from FYE 21 due to COVID-19. Moved from FYE 23. Estimated cost in 21/22 is for plans and specs/study work.	Reviewed	
SUB-TOTAL:								\$-	\$1,500,000	\$13,500,000	\$-	\$-	\$-	\$-	\$-	\$15,000,000			
WATER RESOURCES DEPARTMENT																			
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
									21/22	22/23	23/24	24/25	25/26	26/27					
Upgrade HVAC Units on Buildings - WWTP	Upgrade HVAC units in Operations and Equipment Buildings due to parts being unavailable.	Water Resources	Wastewater Treatment Plant	18129	David Kirch	Enterprise		\$42,000	\$150,000							\$150,000		Reviewed	✓
Machinery Storage Cover	Install a machinery cover area to protect equipment from weather.	Water Resources	Wastewater Treatment	18256	Alan Hodge	Enterprise			\$15,000							\$15,000		Reviewed	✓
Upgrade HVAC Units on Buildings - WTP	Due to aging infrastructure upgrades are needed to the HVAC system at the Water Treatment Plant	Water Resources	Water Treatment	18349	David Kirch	Enterprise				\$70,000						\$70,000		Reviewed	✓
Well 3 Improvements	Improve Well 3 building enclosure.	Water Resources	Water Treatment	TBD	Shelly Waganet	Enterprise								\$150,000		\$150,000		Reviewed	
Replace Roof at WTP	Replace roof at the Water Treatment Plant.	Water Resources	Water Treatment	TBD	Shelly Waganet	Enterprise								\$100,000		\$100,000		Not Reviewed	
Replace Roof at Pump Station	Roof replacement at the high service pump station.	Water Resources	Water Treatment	TBD	Shelly Waganet	Enterprise									\$50,000	\$50,000		Not Reviewed	
SUB-TOTAL:								\$42,000	\$165,000	\$70,000	\$-	\$-	\$250,000	\$50,000	\$535,000				
TOTALS FOR FACILITIES/BUILDINGS/LAND :								\$4,417,530	\$2,923,471	\$19,544,684	\$2,885,000	\$1,275,000	\$1,400,000	\$100,000	\$28,063,155				

INFORMATION TECHNOLOGY

FINANCE DEPARTMENT

Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Core - 4 Cisco 3750 Switches - End of Life - Replacements	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They are nearing end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	17044	Ryan Burkhart	Internal Service		\$54,399		\$100,000					\$100,000	Cisco extended the warranty of two of the switches, so the cost ended up much lower than originally anticipated. Costs to date reflect encumbered funds.	Reviewed	✓
Redundant Internet Gateway (Fall-over Load Balancer)	Our current AT&T Internet gateway provides service to all of the City of Ukiah departments for Internet access, as well as Public Safety access to law enforcement websites and other important services. If service fails, we do not have a failover scenario in place. A failover scenario would involve an additional Internet Gateway with a different Internet service provider (ISP). If one ISP fails, the gateway would failover to the alternate one available. This would ensure service availability, virtually 100% of the time.	Finance	IT	17046	Ryan Burkhart	Internal Service			\$83,400	\$24,200					\$107,600	Moved from FYE 21 due to COVID-19. Reduced FYE 22 amount from \$166,800, and FYE 23 from \$48,400. This is contingent on our Cloud Data and Server Migration in 21/22, which will determine necessary bandwidth for our current gateway.	Reviewed	✓
Dell Compellent Storage - 5 year cyclic end of life replacement	The Dell Compellent Storage serves as our main live data storage for the City of Ukiah. It is used in conjunction with our four Virtual Machine Hosts, which control and offer resources to all of our virtual servers. This basically contains the majority of our production servers upon which all City of Ukiah data services reside. In addition, our VMM (Virtual Machine Manager) server operates as stated. It manages all of the virtual servers within the infrastructure. Dell-4 VM Hosts & Virtual Machine Manager Server - 5 year cyclic - end of life - replacement (Refinance)) \$290,000 at approximately \$59,000/year x 5 years. This also includes refresh/replacement of the end-of-life APC battery back-up system for the Data Center which includes replacement of end of life batteries.	Finance	IT	17047	Ryan Burkhart	Internal Service			\$164,491						\$164,491	Department is exploring cloud storage solution where a portion of this may not be necessary. Added financing through FYE 26. Moved to begin in FYE 23 as project continues to be reviewed. Project is in progress, as the purchase was recently approved by Council. Total cost reduced from \$236k. Project is internally financed by the General Fund, and is slated to be paid back in FYE 23.	Reviewed	

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Cisco Access Switch EOL Replacement	These switches connect the City's computers, phones, printers, and Wi-Fi units into the core infrastructure. The switches allow these devices to connect to the Internet and internal servers. They will be End-Of-Life and will no longer be supported by the manufacturer.	Finance	IT	18100	Ryan Burkhart	Internal Service				\$180,000					\$180,000		Reviewed	✓
Cisco Nexus Switch EOL Replacement	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They will be end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	TBD	Ryan Burkhart	Internal Service						\$110,000			\$110,000		Reviewed	
Broadband for All City Sites	Full City broadband connectivity expected by the end of the fiscal year 2023.	Finance	IT	TBD	Ryan Burkhart	Internal Service	Seeking grant funding								\$-	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is not known at this time.	Not Reviewed	
Network Routers for All City Sites	End of Life Routers at all City sites need to be replaced, as these constitute security breaches from old firmware, etc. Also, support is not available in case of outages.	Finance	IT	18328	Ryan Burkhart	Internal Service				\$20,000					\$20,000		Not Reviewed	✓
Wireless Mesh	This will provide a broadband wireless communication network for our Police Department across the Ukiah Valley, as well as provide Wi-fi access for other departments and divisions. Site surveys will be required to establish back-haul points which will accommodate multi-point wireless antennas. A pilot site will begin Phase I, to establish the first back-haul point for testing purposes. Phase II will establish the installation of additional multi-point wireless antennas, followed by the Wi-Fi implementation that will supplement other City department projects.	Finance	IT	18329	Ryan Burkhart	Internal Service	Seeking grant funding								\$-		Not Reviewed	
SUB-TOTAL:										\$54,399	\$247,891	\$324,200	\$-	\$110,000	\$-	\$-	\$682,091	

FIRE AUTHORITY

Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Mobile Data Terminals (MDT)	The Ukiah Valley Fire Authority has begun to modernize utilizing wireless data through Mobile Data Terminals (MDT) to enhance safety, reduce repetitive radio communications, and access live up-to-date data. In an ever-changing environment in Fire Operations, the need for mobile field data rises; these units will allow us to track and send out information vital to the success of our mission. This equipment also allows us to have real-time data on the location of units to allow for a safer environment for our team members. Additionally, these units will tie into the CalFire system allowing for better, faster, and more reliable information to be passed between agencies in the field. The Terminals use Mobile Wireless, GPS, & Satellite communications allowing for increased situational awareness in severe operational environments.	Fire Authority	City Fire	18271	Doug Hutchison	General			\$173,830						\$173,830	Funds to be used are 710, 100, 915 and 917. Purchase Order has been issued, and project is in progress. Budget had been revised from \$121,800.	Budget Adopted	✓
SUB-TOTAL:										\$-	\$173,830	\$-	\$-	\$-	\$-	\$173,830		

POLICE DEPARTMENT

Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Mobile Computer Terminals and Wireless Routers Replacement	The Ukiah Police Department has utilized Mobile Computer Terminals within Police vehicles since 2006, to reduce radio communications and provide officers with access to enhanced data. As reporting requirements increase and the need for field data entries rise the need for this technology will increase as well. The Mobile Computer Terminals use a Mobile Wireless Router to transmit and receive information including video and audio recordings captured by the vehicle mounted cameras. The hardware and operating system currently in use were deployed in 2015 and is at end of life and unsupported, failing more often, requiring increased down time for repairs.	Police	Police	18258	Justin Wyatt	General	Grant funding may be available.	\$51,607	\$85,000						\$85,000	Moved from FYE 23 due to failing equipment, and reduced amount from \$125k. Project is now complete.	Budget Adopted	
Police Department Computer Aided Dispatch & Mobile Digital Terminal Software	The Ukiah Police Department has been using the same Computer Aided Dispatch (CAD) platform since 1998. The provider of this CAD system changed ownership multiple times, since our initial purchase. Currently there are only 6 agencies in the state using this system and it does not have standard functionality such as mapping. It is likely that this CAD system will be discontinued in the future. Fortunately, the current owner of this old system is our Records Management System provider and offers a modernization upgrade. This would allow for the seamless flow of information from our CAD system, Records Management System and our MDT's. This modernization software would also provide a mapping component to our CAD and MDT software which is an industry standard now.	Police	Police	TBD	Tracey Porter	General	May explore financing options.				\$90,325	\$180,651	\$220,617		\$491,593	Cost of project per Fiscal year may vary depending on start date, but total cost is identified.	Not Reviewed	
Police Department Server Room Battery Backup	The Ukiah Police Department maintains a universal power supply, which is failing and past its life cycle. This UPS is a battery backup system which is needed to maintain phone and radio communications in our Emergency Dispatch Center in the event of a power outage and generator failure.	Police	Police	18330	Tracey Porter	General				\$28,727					\$28,727	Cost of project includes equipment and on site service and setup.	Not Reviewed	✓
SUB-TOTAL:										\$51,607	\$85,000	\$28,727	\$90,325	\$180,651	\$220,617	\$-	\$605,320	

TOTALS FOR INFORMATION TECHNOLOGY :

INFRASTRUCTURE

AIRPORT

Project Name	Project Description	Department	Division	Project Number	Project Contact Name	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Runway 15-33 Pavement Reduction (Construction Phase 2)	Runway 15-33 is currently 4,423 feet long and 150 feet wide. The project will reduce width to 75 feet. New pavement marking will be applied. New LED runway lighting will be installed, which was formerly identified as PC 18159.	Airport	Airport	18032	Greg Owen	Enterprise	Contingent upon FAA Grant Funding.		\$3,245,255						\$3,245,255	The FAA has made cost and project scope adjustments. 90% FAA Grant, 5% Caltrans. Moved from FY 19/20 due to FAA funding timing. Moved from 20/21. FAA funding not currently available for this project. Increased from \$1.9M.	Budget Adopted	✓
Pavement Rehabilitation of Taxiways A, A3 and A5 - Design	This project is for the design of Taxiways A (4,540'x55'), A3 (250'x45'), and A5 (250'x45') pavement rehabilitation assumed to be a crack fill, seal and slurry.	Airport	Airport	18034	Greg Owen	Enterprise	Contingent upon FAA Grant Funding.				\$250,000				\$250,000	The FAA has made cost and project scope adjustments. Moved from FY 21/22, and increased by \$88,385. Moved from FY 22/23, and increased from \$148,385.	Reviewed and Supported	
Pavement Rehabilitation of Taxiways A, A3 and A5 - Construction	This project will cover construction to rehabilitate pavements of Taxiways A (4,540'x55'), A3 (250'x45') and A5 (250'x45').	Airport	Airport	18035	Greg Owen	Enterprise	Contingent upon FAA Grant Funding.						\$2,850,000		\$2,850,000	The FAA has made cost and project scope adjustments. Moved from FY 22/23, and increased by \$839,200. Moved from FY 24/25, and increased from \$1,339,200.	Reviewed and Supported	
Airport Apron Slurry Seal	As an ongoing maintenance item, slurry seal on airport aprons.	Airport	Airport	18332	Greg Owen	Enterprise	Airport Operations Budget			\$10,000					\$10,000	As an ongoing maintenance item, slurry seal on airport aprons.	Not Reviewed	✓
Master Plan	The Master Plan would focus on updating aviation activity forecasts, runway length analysis, long-term development plans, and financial self-sufficiency/revenue generation.	Airport	Airport	TBD	Greg Owen	Enterprise	Contingent upon FAA Grant Funding.				\$450,000				\$450,000	Conduct study in FY 23/24 and complete in FY 24/25.	Not Reviewed	
SUB-TOTAL:										\$-	\$3,245,255	\$10,000	\$700,000	\$-	\$-	\$2,850,000	\$6,805,255	

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

ELECTRIC UTILITY DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Upgrade fish hatchery pumps and controls (Hydro)	Control upgrades to provide expanded abilities: 1- Remote control and monitoring from the Fish Hatchery and 2- Emergency station light and power backup to the hydro plant. Upgrade fish hatchery pumps and flow meters.	Electric Utility Department	Technical Services	18037	James O'Brien	Enterprise			\$ -	\$ 260,000					\$ 260,000	Spec complete for pump replacement. Changed description to clarify scope. Moved from FYE 22, and added \$60k.	Budget Adopted	✓
Automate Station Light & Power, Pump & Generator Controls (Hydro)	Hydro Plant control and power upgrades to automate emergency station light and power and hatchery backup pumps. Replace station light & power, upgrade station service switchgear.	Electric Utility Department	Technical Services	18118	James O'Brien	Enterprise				\$ 150,000					\$ 150,000	Moved from FYE 21, and increased from \$80k. Design to be outsourced, engineering budgeted for 21/22. Pushed to 22/23 and increased budget from \$120k due to inflation.	Budget Adopted	
Community Power Management Projects	Power pedestal replacement program goals includes reducing energy loss, improve lighting/access control, safety and availability of power in public places. Includes charging stations and power pedestals.	Electric Utility Department	Administration	18040	Cindy Sauers	Enterprise		\$ 114,053	\$ 60,000						\$ 60,000	Rebudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project. Project complete. Six community power peds installed at Alex Thomas Plaza & Todd Grove Park for community events.	Budget Adopted	
Fairgrounds 4160 to 12,000 volt Conversion	Replaces existing low voltage (4160V) system with 12,000 Volt primary rated cable and transformers and secondary conductor. Fairgrounds to provide USERC specified metering and underground duct. Removes existing low voltage (4160V) system.	Electric Utility Department	Distribution	18041	Cindy Sauers	Enterprise		\$ 2,551		\$ 225,000	\$ 150,000	\$ 75,000			\$ 450,000	Rebudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project. Reduced amount for FYE 20 by \$120k, and changed funding in FYE 22 & 23. Moved forward by 1 year, project completing 23/24. Pushed out one year, waiting on agreement with Fairgrounds. Budget increased due to inflation and inclusion of labor in construction costs.	Budget Adopted	✓
Substation and Hydroelectric Plant Control, Protection and Communication Systems Replacement	Replace the Mendocino Hydro control, protection and communication systems hardware, program and coding for hydro specific automation control. The existing systems are outdated with limited after-market support and no new replacement part availability.	Electric Utility Department	Technical Services	18042	James O'Brien	Enterprise		\$ 66,642							\$ 66,642	Reduced amount in FYE 20 by \$105k, added funding in FYE 21 & 22. Increased FYE 21 from \$175k. Engineering complete, installation to start 3/2021. All wiring, PLC, communications upgrade complete as of end of March 2022. Funds were encumbered but not invoiced yet.	Budget Adopted	✓
Oak Manor Circuit Balancing	Install 3 phase into Oak Manor with special equipment to balance circuits.	Electric Utility Department	Technical Services	TBD	Sonu Upadhyay	Enterprise					\$ 30,000	\$ 300,000			\$ 330,000	New project to balance feeder circuits.	Not Reviewed	
Replace Accumulators at Hydro for Tainter Operation	Replace accumulators for redundancy of tainter operation.	Electric Utility Department	Technical Services	TBD	James O'Brien	Enterprise					\$ 100,000				\$ 100,000	Replace accumulators for redundancy of tainter valve operation.	Not Reviewed	
Underground Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, wood pole testing and replacement, system capacity improvements and protection, control, monitoring and communication enhancements.	Electric Utility Department	Distribution	18043	Cindy Sauers	Enterprise		\$ 872,861	\$ 230,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 235,000	\$ 1,405,000	UG Capital Projects >\$10,000 Added funding for FYE 26 and 27.	Budget Adopted	✓
Overhead Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, system capacity improvements and protection, control, monitoring and Communication enhancements.	Electric Utility Department	Distribution	18044	Cindy Sauers	Enterprise		\$ 617,845	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000	Reduced FYE 20 by \$140k, and reduced all future years to \$250k/yr. Increased FYE 21 from \$250k. Added funding for FYE 26 and 27.	Budget Adopted	✓
Governor speed control & Valve Upgrades (Hydro)	Upgrades to the governor sensing, controller and feedback transducers to improve performance and reliability. Existing governor controls frequently are out of service due to failure or adjustment.	Electric Utility Department	Technical Services	18047	James O'Brien	Enterprise					\$ 20,000	\$ 300,000			\$ 320,000	Moved from beginning FYE 21 due to COVID-19. Project was spread between FYE 22 and FYE 23. Combined into FYE 22 and reduced by \$30k. Moved to 23/24-24/25 due to workload.	Reviewed	
Oak Manor Dr. Overhead to Underground Conversion	Install cable and associated equipment for replacing the overhead facilities	Electric Utility Department	Distribution	18121	Scott Bozzoli	Enterprise						\$ 800,000			\$ 800,000	Reduced amount from \$500k, moved from FYE 21. Moved from FYE 22. Increased amount from \$200k. Funding from 2022 bonds, funding increased to include AT&T and Comcast for joint trench project, approx. 40% to be reimbursed by AT&T and Comcast.	Reviewed	
Policy and Legislated System Modifications-System Modifications for Fire Mitigation Efforts	System design, equipment and installation to conform to mandated industry standards. Proposed fire mitigation requirements require selected equipment to be replaced or protected to reduce fire risk.	Electric Utility Department	Distribution	18124	Cindy Sauers	Enterprise				\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	Reduced amount for FYE 20 from \$80k, and amounts from \$200k FYE 22 onward. Shifted budget forward from FYE 22, and reduced yearly amount from \$100k.	Budget Adopted	✓
Hydroelectric Plant Transfer Trip Upgrade	Upgrade existing and provide redundancy for Hydro transfer trip circuit	Electric Utility Department	Technical Services	18125	James O'Brien	Enterprise		\$ 3,000		\$ 275,000	\$ 50,000	\$ 50,000			\$ 375,000	Reduced amount for FYE 20 from \$225k, and added funds to FYE 21. Moved from FYE 21. Moved budget from FYE 22, increased overall amount from \$195k due to inflation, and added budget to subsequent	Budget Adopted	✓
State St. Underground Phase II, District 5: Overhead to Underground	Relocates or underground overhead electric, phone and cable TV utilities - Henry to Norton, Mill to Gobbi. Will be part of the overall Streetscape project.	Electric Utility Department	Distribution	18259	Cindy Sauers	Enterprise	Approximately 40% Reimbursed by AT&T and Comcast		\$ 35,000	\$ 2,400,000					\$ 2,435,000	Budget increased from \$885k to fund complete joint trench project. Approximately 40% to be reimbursed by AT&T and Comcast.	Reviewed	
Fire Mitigation Grant Matching	Matching 25% funds for FEMA HMG for fire mitigation undergrounding, vegetation management and design services. Electric equipment and wire.	Electric Utility Department	Distribution	18260	Cindy Sauers	Enterprise				\$ 400,000	\$ 400,000	\$ 400,000			\$ 1,200,000	Increased overall amount from \$850k. Moved from FYE 22. Grant received Feb. 2022, 25% grant matching funds.	Reviewed	
Western Hills	Electrical infrastructure for Western Hills development.	Electric Utility Department	Distribution	18350	Cindy Sauers	Enterprise				\$ 525,000					\$ 525,000		Not Reviewed	
Gobbi St. UG Service Installation	Installation of wire for individual parcel services.	Electric Utility Department	Distribution	18351	Cindy Sauers	Enterprise				\$ 350,000					\$ 350,000	Service infrastructure installation to parcels. Following completion of the main line installation, staffing pulled to State Street UG project. Service installation required to complete conversion and removal of overhead.	Not Reviewed	
Cherry Circuit (102) Extension Across 101	Extend Cherry Circuit (102) to back feed 303 Circuit to provide redundancy to southeast Ukiah.	Electric Utility Department	Distribution	TBD	Cindy Sauers	Enterprise								\$ 800,000	\$ 800,000		Not Reviewed	
Replace 6 Solid Conductor	Replace aging copper conductor.	Electric Utility Department	Distribution	TBD	Sonu Upadhyay	Enterprise					\$ 20,000	\$ 100,000	\$ 100,000		\$ 220,000		Not Reviewed	
Fiber Optic Cable Extension	Extend fiber optic to Electric Service Center for Substation Visibility and Hydroelectric Control.	Electric Utility Department	Distribution	TBD	Cindy Sauers	Enterprise						\$ 20,000	\$ 500,000		\$ 520,000		Not Reviewed	
Pole Replacement Project	Replace poles identified by the 2022 10-year pole inspection.	Electric Utility Department	Distribution	TBD	Cindy Sauers	Enterprise					\$ 850,000				\$ 850,000		Not Reviewed	
Upgrade to 3 Phase on Observatory to Redwood Avenue	Add additional phase for future generation project on Western Hills.	Electric Utility Department	Distribution	18352	Cindy Sauers	Enterprise				\$ 75,000					\$ 75,000		Not Reviewed	
New Substation	Design and build new substation.	Electric Utility Department	Distribution	TBD	Cindy Sauers	Enterprise							\$ 200,000	\$ 2,500,000	\$ 2,700,000		Not Reviewed	
Gobbi Street 202 Circuit Extension	Install equipment and facilities to extend the 202 circuit and provide switching capability on East Gobbi.	Electric Utility Department	Distribution	18358	Cindy Sauers	Enterprise				\$ 100,000					\$ 100,000		Not Reviewed	
SUB-TOTAL:								\$ 1,676,952	\$ 575,000	\$ 5,295,000	\$ 2,155,000	\$ 2,580,000	\$ 1,335,000	\$ 3,835,000	\$ 15,841,642			

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

POLICE DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Ukiah Gun Range Berm Mining	The Ukiah Police Department has maintained a Gun Range at the end of Vichy Springs Road adjacent the old dump property for more than 50 years. In previous years, staff identified the need to perform what is known as berm mining prior to any future improvements and had previous budgeted monies in the Fiscal Year 19/20, which was cut due to COVID, but still remains a priority.	Police	Police	18331	Noble Waidelich	General				\$ 30,000					\$ 30,000.00	Currently there are a number of improvements at the facility that need to be made, however none of these can be accomplished, until this can occur.	Not Reviewed	
SUB-TOTAL:									\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000		
PUBLIC WORKS DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Corporation Yard Remediation System Removal	This project will remove the Underground Storage Tank cleanup equipment.	Public Works	Corporation Yard	18261	Dave Kirch	Enterprise									\$ -	Removed \$150k from FYE 22 budget. Will be part of the Corp Yard Renovation Project.	Reviewed	
Corporation Yard Security	This project will improve security in order to prevent further break-ins and theft.	Public Works	Corporation Yard	TBD	Dave Kirch	Enterprise	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review. Department estimate/request is \$100,000. Will be part of the Corp Yard Renovation Project.	Reviewed	
Corporation Yard Rehabilitation	This project will upgrade the Corporation Yard Facilities.	Public Works	Corporation Yard	TBD	Dave Kirch	Enterprise	Fiscal Year Allocation TBD								\$ -	Prioritization and funding source(s) under review. Department estimate/request is \$2,500,000 for existing location. Location evaluation will need to be completed to determine best long location for the yard and/or continued use of existing site. Will be part of the Corp Yard Renovation Project.	Reviewed	
Landfill Closure	This project will permanently close the Landfill Disposal site per Federal Mandates.	Public Works	Landfill	18025	Tim Eriksen	Enterprise				\$ 10,343,287					\$ 10,343,287	Project specifics will require additional Council review. Moved from FYE 20 to FYE 21. EIR Litigation in progress. Construction projected for FYE 22 so moved from FYE 21. Moved from FYE 22 - ongoing litigation.	Budget Adopted	
SUB-TOTAL:									\$ -	\$ -	\$ 10,343,287	\$ -	\$ -	\$ -	\$ -	\$ 10,343,287		
WATER RESOURCES DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Henderson Lane Water Main Replacement	Project is needed in order to upgrade a failing water main. This is needed in order to provide potable water to the Water customers.	Water Resources	Water Treatment Plant	18051	Jarod Thiele	Enterprise		\$ 15,800	\$ 70,000						\$ 70,000	Design Complete. Moved from FYE 20 to FYE 21 due to COVID-19. Reduced amount from \$150k.	Budget Adopted	
Water Main Replacements	Plan for water main replacements throughout the City, performed in conjunction with street improvement projects.	Water Resources	Water Operations	18072	Jason Benson	Enterprise			\$ 500,000	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000		\$ 5,000,000	Added funding for FYE 25 and FYE 26. Reduced FYE 22 from \$1.5M. Removed \$1.5M for FYE 23, as funds will be used for this purpose in Streetscape Ph 2 programmed for next year.	Budget Adopted	
Phase 4 Recycled Water	This project will provide an additional irrigation source for City Parks, Golf Course, Cemetery and Schools. This will reduce the demand on the potable water system and reduce discharge to the Russian River	Water Resources	Recycled Water	18052	Sean White	Enterprise	Will be funded by grant/loan.	\$ 43,700			\$ 27,000,000	\$ 27,000,000			\$ 54,000,000	Environmental documentation is complete. Design began in December, 2018. Modified funding comments to eliminate a shared cost with Sewer. Moved budget from FYE 21. Moved from FYE 22 due to COVID-19 - feasibility still under review. Increased amount in FYE 25 from \$25M, and added \$27M to FYE 24.	Reviewed and Supported	
Chlorine Residual Valve/Alarm on Discharge	Engineering and installation. Critical safety valve to monitor the outflow of chlorinated water into the river.	Water Resources	Wastewater Treatment Plant	18054	David Kirch	Enterprise			\$ -						\$ -	Rebudgeting. Moved from FYE 20. Removing project and \$150k budgeted for FYE 22. Will be part of Phase 4 Recycled Water Project.	Reviewed	
Dora Street Utility Improvement Project- Water & Sewer - Mill to Grove	This project will replace the sewer main on Dora Street from Mill Street to Grove Avenue as well as all sewer laterals	Water Resources	Sewer Operations	18127	Andrew Stricklin	Enterprise	Series 2022 Lease Revenue Bonds		\$ 679,433						\$ 1,628,037	Contingent upon rate study. Moved from FYE 21. Note that rate study based on happening in FYE 21. Moved from FYE 22. Moved back from FYE 23. Increased amount for Sewer from \$400k, Water from \$800k based on contract awarded this fiscal year.	Reviewed	
	This project will replace the water main on Dora Street from Mill Street to Grove Avenue as well as all hydrant, valves and service connections		Water Operations		Andrew Stricklin	Enterprise	Series 2022 Lease Revenue Bonds		\$ 948,603									
Replace Heat Exchangers	This project will replace deteriorating heat exchangers for the operation of the Digester and Boilers	Water Resources	Wastewater Treatment Plant	18131	David Kirch	Enterprise						\$ 750,000			\$ 750,000	Moved from FYE 21 due to COVID-19. Moved from FYE 24 due to forecasted workload for staff with Phase 4.	Reviewed	
Rehabilitation of Zone 2 Booster Pump Station	Upgrade the enclosure and electrical components in the structure enclosing the booster pump for Pressure Zone 2 to increase reliability and security	Water Resources	Water Operations	TBD	David Kirch	Enterprise						\$ 50,000			\$ 50,000	Moved from FYE 23 due to COVID-19.	Reviewed	
Replace Water Main on Low Gap Street	Replace the 16 inch steel water main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Water Operations	TBD	Don Brown	Enterprise						\$ -			\$ -	Moved from FYE 22 due to COVID-19. Removed \$500k from FYE 25. Merged with Sewer Main project to make one project.	Reviewed	
Replace Various Water Main Replacement Set-aside	Replace water mains on Clay Street, Pine Street, Spring Street, etc. Set-aside for main replacement(s) caused by an unanticipated event.	Water Resources	Water Operations	18262	Don Brown	Enterprise			\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000	Removed budget from FYE 21 due to COVID-19. Increased budget from \$250k in FYE 22, and eliminated \$250k in FYE 23, 24 and 25. Moved to FYE 23, and added amounts to future years. Reduced from \$400k. This is a set-aside for unanticipated event(s) causing the need for replacement(s).	Reviewed	
Replace Water and Sewer Main on Low Gap Street	Replace the 16" steel water main, and 15" and 6" sewer main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Sewer Operations	TBD	Don Brown	Enterprise						\$ 500,000			\$ 1,000,000	Moved from FYE 22 due to COVID-19. Merged the water and sewer replacement on Low Gap to one project.	Reviewed	
			Water Operations								\$ 500,000							
Reseal Wash Water Basins	Remove and Replace Seal on Wash Water Basins	Water Resources	Wastewater Treatment	18192	Alan Hodge	Enterprise				\$ 60,000					\$ 60,000	Moved from FYE 21. Moved from FYE 22, and increased from \$40k due to inflation.	Budget Adopted	
Upgrade PLC's	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment Plant	TBD	Alan Hodge	Enterprise						\$ -			\$ -	Moved from FYE 22 due to COVID-19. Moved from FYE 24, and increased from \$200k. Removed \$350k from FYE 25. Will be part of Phase 4 Recycled Water Project.	Reviewed	
Sludge Lagoon Remediation	Prepare plans and specifications for the removal of sludge from the sludge lagoon.	Water Resources	Wastewater Treatment	18252	Alan Hodge	Enterprise			\$ -	\$ -					\$ -	Removing project and \$50k budgeted FYE 21, \$400k budgeted in FYE 22. Will be part of Phase 4 Recycled Water Project.	Reviewed	
Recondition Levees	Recondition the levees on the Percolation Ponds.	Water Resources	Wastewater Treatment	TBD	Alan Hodge	Enterprise						\$ 200,000			\$ 200,000	Eliminated \$200k for 2 prior years due to COVID-19.	Reviewed	
Downtown Streetscape Phase 2 Construction	Water and Sewer Utility Replacement, total street reconstruction, ADA accessibility.	Water Resources	Sewer Operations Water Operations	18234	Jason Benson	Current				\$ 2,556,547					\$ 4,273,804	\$11M construction cost overall, shared with Funds 120 and 800. Currently nearing end of design with GHD, and planned to go to bid in summer, with construction planned to begin in the fall.	Not Reviewed	
										\$ 1,717,257								
SUB-TOTAL:									\$ 59,500	\$ 2,198,037	\$ 4,583,804	\$ 28,750,000	\$ 30,750,000	\$ 1,750,000	\$ 250,000	\$ 68,281,841		
TOTALS FOR INFRASTRUCTURE :									\$ 1,736,452	\$ 6,018,292	\$ 20,262,091	\$ 31,605,000	\$ 33,330,000	\$ 3,085,000	\$ 6,935,000	\$ 101,302,025		

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

STREETS & RIGHTS-OF-WAY																		
PUBLIC WORKS DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Dora Street Utility Improvement Project - Mill to Grove	This project will replace the water main, sewer main and reconstruct the street on Dora Street from Mill Street to Grove Avenue.	Public Works	Engineering	18127	Andrew Stricklin	Special Revenue	Series 2022 Lease Revenue Bonds		\$ 2,748,280						\$ 2,748,280	Moved from FYE 21, and added \$700k to Measure Y cost. Moved from FYE 22. Moved from FYE 23. No longer being funded by Measure Y and Gas Tax, as it is now being funded by Series 2022 Lease Revenue bonds. Contract awarded.	Reviewed	✓
East Clay Street Improvement Project	This project will improve East Clay Street from Main Street to the Railroad Crossing in order to facilitate the development of the new Courthouse site. This project includes water, sewer, pedestrian facilities and drainage facilities as well as reconstruction of the street section.	Public Works	Engineering	18128	Tim Eriksen	Special Revenue	Measure Y					\$ 750,000			\$ 750,000	Introduced and discussed at the January 16, 2019 Council meeting. Moved from FYE 21. Moved from FYE 23.	Reviewed	
Street Striping	This will update striping on streets in selected areas.	Public Works	Engineering	18251	Daniel Flores	Special Revenue	Measure Y			\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 70,000	\$ 310,000	Ongoing work. Eliminated FYE 21 due to COVID-19. Added funding to FYE 25 and 26. Removed \$50k from FYE 22, no striping performed, as it occurred in the fall, and was pushed back due to COVID-19.	Reviewed	✓
Orr Street Bridge	This project will improve the bridge on Orr Street at Orr Creek.	Public Works	Engineering	18065	Tim Eriksen	Capital Projects	CDBG Grant		\$ 150,000						\$ 150,000	The City has received \$150k to fund a planning study for Orr Street Bridge and the Orr Street transportation corridor. Activities include completion of a study to analyze existing conditions of the street, including the transportation corridor and bridge, as well as the completion of a plan and preparation of plans and specifications and an Engineer's Cost Estimate to be used for a future public improvement project. Request for Proposal completed and awarded to GHD November 2021, study has begun. Moved construction to FYE 24 as this work is completed.	Reviewed	
		Public Works	Engineering		Tim Eriksen	Capital Projects						\$ 254,438						
Low Gap Road and North Bush Street Roundabout	This project will complete the environmental, ROW, and design phases for a roundabout at Low Gap Road and N. Bush St. Construction phase not currently funded.	Public Works	Engineering	15024	Tim Eriksen	Special Revenue	\$110k Design Funded, Construction Funding Not Approved.			\$ 300,000	\$ 450,000				\$ 750,000	Design authorized, but project requires additional Council review. Moved from FYE 22, and reduced from \$1.5 mil due to COVID-19. Moved from FYE 21. Moved from FYE 22 to FYE 23 and FYE 24 due to delays in grant processing.	Budget Adopted	
Slurry Seal Project	This project will improve the Streets network.	Public Works	Engineering	18332	Daniel Flores	Special Revenue	Measure Y	\$ 426,000	\$ 830,000	\$ -	\$ 400,000	\$ 400,000	\$ 400,000		\$ 2,030,000	Going out to bid. Budget will be utilizing FYE 21 anticipated revenue. Had utilized this year's budget for other projects. Increased budget from \$200k FYE 22. Increased budget from \$400k FYE 21, from \$200k in FYE 23, and from \$200k in FYE 24. Added budget in FYE 25 and 26. Increased budget in FYE 24, 25, and 26 from \$250k each due to increasing funding sources, expanding scope, and inflation. Bid for FYE 23 - now part of Gobbi Street Utility Improvement project.	Budget Adopted	
Gobbi/Main Traffic Signal	This project will alleviate traffic for better vehicle flow.	Public Works	Traffic Signal	18073	Jarod Thiele	Special Revenue	Will need to apply for STIP funding.								\$ -	Moved from FYE 22 due to COVID-19. Removing \$800k budgeted in FYE 23 - now part of Gobbi Street Utility Improvement project.	Reviewed	✓
Main Street Reconstruction Project	Reconstruct Main Street, from Gobbi to Mill-Norton.	Public Works	Engineering	18343	Andrew Stricklin	Special Revenue	Series 2022 Lease Revenue Bonds		\$ 285,353		\$ 6,000,000				\$ 6,285,353	Moved from FYE 22 due to COVID-19. Increased amount from \$500k. RFP for design was awarded to Coastland in February of 2022. Funding source has changed from Measure Y.	Reviewed	
Clara Avenue Reconstruction Project	Reconstruct Clara Avenue, from State to Orchard.	Public Works	CDBG	TBD	Jason Benson	Special Revenue	Possibly CDBG or Series 2022 Lease Revenue Bonds					\$ 3,500,000			\$ 3,500,000	Moved from FYE 21. Moved from FYE 22. Formerly thought to be eligible for CDBG funding. Possible CDBG Funding opportunity. This funding is not yet secured but will be applied for closer to project construction. Increased estimated project cost from \$2M, and moved from FYE 26.	Reviewed	✓
Leslie Street Rehabilitation Project	Rehabilitate Leslie Street, Gobbi to Perkins.	Public Works	CDBG	TBD	Andrew Stricklin	Grant Funded	CDBG Funding Opportunity							\$ 1,500,000	\$ 1,500,000	Moved from FYE 21. Moved from FYE 22 due to a number of various projects, timelines, and severity of street conditions.	Reviewed	
Perkins Street Storm Drain and Widening Project	This project will add a storm drain on East Perkins Street and widen the intersection at Orchard Avenue to add another East Bound through lane.	Public Works	Streets	18308	Andrew Stricklin	Special Revenue	Series 2022 Lease Revenue Bonds			\$ 2,277,000					\$ 2,277,000	Request for Proposal completed and contract awarded to BKF in February of 2022.	Reviewed	
South Ukiah Rehabilitation Project	This project will overlay S. Dora Street from Beacon Lane to Washington, and S. State Street from Beacon Lane to Observatory-Cherry, including ADA pedestrian improvements.	Public Works	Streets	18254	Andrew Stricklin	Special Revenue	Series 2022 Lease Revenue Bonds			\$ 1,800,000					\$ 1,800,000	Reduced budget amount from \$2.2M, and changed scope from ending at Observatory, now to Cherry St. Moved to FYE 23, anticipate bid	Reviewed	✓
Great Redwood Trail- Phase 4	This project will extend the Great Redwood Trail from Commerce Drive to Norgard Lane	Public Works	Engineering	18253	Andrew Stricklin	Grant Funded	Urban Greening Grant			\$ 3,563,212					\$ 3,563,212	Grant has been awarded. Moved full project for completion in FYE 22. Moved from FYE 22.	Reviewed	
Great Redwood Trail- Phase 5	This project will extend the Great Redwood Trail from Brush Street to Hensley Creek Road	Public Works	Engineering	TBD	Andrew Stricklin	Grant Funded	Urban Greening Grant					\$ 275,000	\$ 8,000,000		\$ 8,275,000	Moved project back from beginning FYE 23.	Reviewed	
Gobbi Street Utility Improvement Project	Reconstruct Gobbi Street in 2 separate projects (US101 to State Street) and (State Street to Dora Street) (was formerly called street reconstruction project)	Public Works	Engineering	18290	Andrew Stricklin	Special Revenue	Measure Y				\$ 6,200,000				\$ 6,200,000	Engineering contract awarded to BKF September 2021. Includes funds 822 and 844. Increased from \$1.5M, added construction budget.	Reviewed	
Hastings/Airport Road. Alternative Transportation Route	Public Works Engineering will analyze and develop a conceptual plan for an alternative transportation route and/or mitigation measures for Hastings/Airport Rd north of the Ukiah Municipal Airport in an effort to accommodate a future runway extension to 5,000 feet. The expanded runway alternative will be evaluated during the review and update of the airport land use plan (ALP) and is an important step to ensure the Ukiah Airport is prepared to accommodate future aviation needs of the region including fire service.	Public Works	Engineering	TBD	Tim Eriksen	N/A	N/A								\$ -	FYE 22 project - no budget impact as the work will be done by in-house engineering staff. Removed due to project being no longer feasible.	Reviewed	
Airport Park Blvd South Extension	Public Works Engineering will analyze and develop a conceptual plan for a south extension of Airport Park Blvd out of the Redwood Business Park and connecting to southern Ukiah transportation infrastructure.	Public Works	Engineering	TBD	Tim Eriksen	N/A	N/A								\$ -	FYE 23 project - no budget impact as the work will be done by in-house engineering staff. Removed due to project being no longer feasible.	Reviewed	
Talmage Road Rehabilitation Project	This project will replace the water main, sewer main and include reconstruction and paving of the overlay, additional sidewalks and ADA accessibility.	Public Works	Engineering	18310	Andrew Stricklin	Special Revenue	Series 2022 Lease Revenue Bonds		\$ 285,353	\$ 1,000,000					\$ 1,000,000	RFP completed and contract awarded to GHD for design in February of 2022.	Not Reviewed	
Traffic Signal Cabinet/Camera Update	Bring traffic signals at State and Washington/Talmage/Low Gap/Hospital Drive up to date with new traffic signal controller software.	Public Works	Engineering	TBD	Andrew Stricklin	Special Revenue	Gas Tax				\$ 400,000				\$ 400,000		Not Reviewed	
Downtown Streetscape Phase 2 Construction	Water and Sewer Utility Replacement, total street reconstruction, ADA accessibility.	Public Works	Engineering	18234	Jason Benson	Current/Special	Measure Y and Grant Funds			\$ 5,410,396					\$ 5,410,396	\$11M construction cost overall, shared with Funds 844, 820 and 800. Currently nearing end of design with GHD, and planned to go to bid in summer, with construction planned to begin in the fall. CalTrans grant of \$1.3M to offset some cost.	Not Reviewed	✓
Dora Overlay, Upper Luce to Mill Street	Pavement overlay between upper Luce and Mill Streets.	Public Works	Engineering	18342	Andrew Stricklin	Special Revenue	Series 2022 Lease Revenue Bonds and SB1		\$ 750,000						\$ 750,000	\$332,953 will be funded by SB1, balance Series 2022 Lease Revenue Bonds. This is new and will come to Council for approval prior to end of FY 21/22.	Not Reviewed	
SUB-TOTAL:								\$ 426,000	\$ 5,048,986	\$ 14,410,608	\$ 13,764,438	\$ 4,985,000	\$ 8,460,000	\$ 1,570,000	\$ 47,699,241			
TOTALS FOR STREETS & RIGHTS-OF-WAY :								\$ 426,000	\$ 5,048,986	\$ 14,410,608	\$ 13,764,438	\$ 4,985,000	\$ 8,460,000	\$ 1,570,000	\$ 47,699,241			

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

VEHICLES, MACHINERY & EQUIPMENT																		
AIRPORT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Replace 20,000 gallon fuel tank with 20,000 gallon Jet A tank	Current tank is a split fuel system, containing both Jet A fuel and Avgas. Conversion to Jet A is necessary to maximize the fuel sources for the airport, and provide better service to its customers.	Airport	Airport	15042	Greg Owen	Enterprise					\$ 150,000				\$ 150,000	Moved from FYE 20. Current revenues may not be adequate, external funding may be necessary. Moved from FYE 22.	Reviewed	
Water Tender—Shared-Cost	Current tank is a split fuel system, containing both Jet A fuel and Avgas. Conversion to Jet A is necessary to maximize the fuel sources for the airport, and provide better service to its customers.	Airport	Airport	V2543	David Kirch	Enterprise									\$	Spent over \$15k this past year for rental of a unit. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated. New fire tender ordered ... this is no longer needed.	Reviewed	
SUB-TOTAL:									\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	150,000		
COMMUNITY SERVICES DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Replacement Truck	Replacement of vehicles that are no longer cost effective to repair.	Community Services	Parks	V737	Jarrold Meyer	General				\$ 60,000					\$ 60,000	Moved to FYE 22. Moved to FYE 23. Replace with electric vehicle and increased cost from \$40k.	Reviewed	✓
Replacement Truck	Replacement of vehicles that are no longer cost effective to repair.	Community Services	Parks	18066	Jarrold Meyer	General					\$ 55,000				\$ 55,000	Moved to FYE 24	Reviewed	
Replacement Truck- Building Maintenance	Replacement truck is necessary	Community Services	Building Maintenance	V2642	Kerry Randall	General				\$ 60,000					\$ 60,000	Moved to FYE 22. Moved to FYE 23. Replace with electric vehicle and increase cost from \$48k to \$60k.	Reviewed	✓
Bucket Truck Replacement—Shared-Cost	There are currently two bucket trucks, Vehicle #2221, a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018, and Vehicle #2230, a 1995 Ford F450, which will be kept into service until it is replaced. It is used to trim street and park trees, and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost—\$100,000 total	Community Services	Parks	V2224	David Kirch	General									\$	Look to match replacement with surplus from Electric Utility. Moved to FYE 23. Removed ... Electric buying one with a 2 year lead time, which will result in this department getting the one that is being replaced.	Reviewed	
Water Tender—Shared-Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vector trucks and be available to support mowing and Fire operations. Five divisions share the cost—\$150,000 total	Community Services	Parks	TBD	David Kirch	Enterprise									\$	Reduced amount from \$10k to split cost with Airport based on anticipated use. Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated. New fire tender ordered ... this is no longer needed.	Reviewed	
Parks Service Vehicle	EV/Low Fuel/Hybrid Vehicle(s) for Service of Park Facilities.	Community Services	Parks	V3765	Jarrold Meyer	General			\$ 40,000						\$ 40,000	Increasing park acreage requires increase in Park staffing, which will also require an additional vehicle. Portion of funds used to purchase a club car. Purchase of F150 currently in progress.	Budget Adopted	
Generator Installation at the Ukiah Valley Conference Center	Generator for the Ukiah Valley Conference Center.	Community Services	Conference Center	18265/18266	Mel Grandi	CDBG	Grant funds.		\$ 120,845						\$ 120,845	Generator is on order, and installation portion is currently being put out to bid. Anticipate installation by September 2022.	Budget Adopted	
Ice Skating Rink	Purchase of materials and supplies necessary to build a 40' x 100' ice skating rink. Will include rink floor, all piping & hoses, dasherboards, access gates, board anchors, Ice Wizard resurfacer, gas powered edger, 300 pairs of rental skates, ice skate sharpener, 95 black rubber mats, vapor barrier, 500 gallons of glycol, ice skate racks and all other necessary ice tools. Chiller and tent would be rented annually. The cost of this purchase is less than the cost of renting the same materials for 2 years.	Community Services	Ice Rink	18193	Jake Burgess	Enterprise		\$ 195,805	\$ 198,259						\$ 198,259	Purchase will have a positive rate of return within two years. Moved from FYE 21 due to COVID-19. Moved from FYE 22. Purchase completed FYE 22, although planned for FYE 23. Originally budgeted \$150k.	Budget Adopted	
Mini Street Sweeper	Parks are maintaining two miles of the Great Redwood Trail (GRT), up from less than one mile. Will soon be expanded to four miles. Parks team spent over 600 hours leaf blowing in calendar year 2021. Manual leaf blowing of GRT and parking lots is inefficient and not the best use of Park worker's time. There is deferred maintenance at all City parks and staff can't get to these projects as they are spending their time blowing leaves in parking lots. Complete Streets efforts will see additional infrastructure installed that will require a smaller sweeper.	Community Services	Parks	TBD	David Kirch	Enterprise							\$ 50,000		\$ 50,000	Consider as a future purchase as additional paved trails are built.	Not Reviewed	
SUB-TOTAL:									\$ 195,805	\$ 359,104	\$ 120,000	\$ 55,000	\$ -	\$ 50,000	\$ -	584,104		
CITY MANAGER DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Parking Meter Replacement	Replacing parking meters.	City Manager	Economic Development	18165	Traci Boyl	Enterprise						\$ 400,000			\$ 400,000	Funded by line of credit loan proceeds being secured by Finance as part of a larger capital improvement funding strategy. Moved from FYE 20 year. Installation will coincide with Streetscape Project. Funding secured through bond issuance; project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 21. Project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 22.	Budget Adopted	
SUB-TOTAL:									\$ -	\$ -	\$ -	\$ 400,000		\$ -	\$ 400,000			

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - Draft

ELECTRIC UTILITY DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Electric Meter Replacements	Electric Meter Replacement and cloud based data management system improving customer access to outage information, usage data and provide customer selectable notifications.	Electric Utility Department	Technical Services	15080	Cindy Sauers	Enterprise		\$ 18,706	\$ -	\$ -	\$ 150,000	\$ 2,000,000			\$ 2,150,000	Currently in the planning stage. Moved from starting FYE 21. Eliminated \$500k from FYE 22, and \$2M from FYE 23. Added amounts to FYE 24 and 25.	Budget Adopted	
Lift	Replaces a high capacity fork lift due to 1. Air quality standards to update/improve engine emissions and 2. Due to the equipment's condition and age.	Electric Utility Department	Distribution	E1721	Tim Santo	Enterprise		\$ 125,000							\$ 125,000	Moved to FYE 22. Increased amount from \$70k.	Reviewed	
Utility/Inspector Truck	Replaces 2003 F250 with EV Truck	Electric Utility Department	Distribution	TBD	Tim Santo	Enterprise				\$ -	\$ 90,000				\$ 90,000	EV options will hit market in FYE 21/22; Planned for FYE 22/23 to ensure quality of vehicle outside of 1st Generation models. Moved from FYE 23.	Reviewed	
Trouble Truck	Replaces V2233 Ford F-550 AT40-G Articulating Telescopic Aerial Lift Super cab.	Electric Utility Department	Distribution	V2224	Tim Santo	Enterprise			\$ 219,358		\$ 30,000				\$ 249,358	Moved budget forward from FYE 24 due to 2+ year leadtime, and order has been placed. Planning for outfitting in FYE 24.	Reviewed	
Vector Replacement - Shared Cost	The existing vehicle, Vehicle #2515, a 2009 VacCon V350 LHA, will need to be replaced as it will be soon reaching its end-of-life. This equipment assists in repairing and maintaining the Water Distribution and Sewer Collection System in order to provide services to our rate payers. Two divisions share the cost: \$450,000 total	Electric Utility Department	Distribution	V2518	Cindy Sauers	Enterprise		\$ 54,246								This was approved and ordered this year, not previously on CIP. Sharing with Water and Sewer departments.	Budget Adopted	
Technical Services Vehicle	Replaces 2007 Ford E150 Van.	Electric Utility Department	Distribution	TBD	Grady Hurn	Enterprise					\$ 60,000				\$ 60,000	Replace with an electric vehicle	Not Reviewed	
SUB-TOTAL:								\$ 18,706	\$ 398,604	\$ -	\$ 330,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,674,358		
FINANCE DEPARTMENT																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Truck - Utility Service Attendant	Current vehicle approaching the end of it's useful life.	Finance	Utility Billing	TBD	Lori Martin	Internal Service					\$ 35,000				\$ 35,000	Moved from FYE 23 to allow for more EV options; Electric vehicle	Reviewed	
SUB-TOTAL:								\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000		
FIRE AUTHORITY																		
Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Command/ Chief Vehicle	This new Command/Chief vehicle would serve as a Division Chief's vehicle. It will replace C-6805, a 2006 Chevy 2500 HD, with current mileage of 106,495. The vehicle transmission is currently failing, leaving the vehicle unfit, unreliable, and leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. However, the vehicle can be repurposed as a non-suppression utility vehicle for the department.	Fire Authority	City Fire	V3165	Doug Hutchison	General		\$ 53,021	\$ 53,021	\$ 22,000					\$ 75,000	Moved from FYE 21 due to COVID-19. Increased the amount from \$50k to include vehicle outfitting. Moved from FYE 21. Vehicle is on order, with delayed delivery. Rebudgeting remaining amount for outfitting into next fiscal year. Reduced amount in FYE 22 from \$75k and placed remaining amount in FYE 23.	Budget Adopted	✓
Command/ Chief Vehicle	This new Command/Chief vehicle will serve as a Command/Chief vehicle. It will replace D-6802, a 2007 Chevy 2500 HD with 84,072 miles. This vehicle's transmission is also currently failing along with multiple other problems, leaving the vehicle unfit, unreliable, leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. This vehicle will be decommissioned and placed as surplus.	Fire Authority	District Fire	18277	Doug Hutchison	District		\$ 52,454	\$ 52,454	\$ 22,546					\$ 75,000	Purchase cost covers Fire Service Emergency Vehicle outfitting (Lights, Siren, Radio's, etc.) Vehicle is on order, with delayed delivery. Rebudgeting remaining amount for outfitting into next fiscal year. Reduced amount in FYE 22 from \$75k and placed remaining amount in FYE 23.	Budget Adopted	✓
Auto Extrication Equipment	It is recommended to replace our aging gas powered hydraulic auto extrication equipment, commonly know as the "Jaws Of Life". Replacement units will consist of newer technology battery operated E-Hydraulic extrication equipment. These newer units will eliminate heavy gas powered motors and associated hydraulic lines increasing mobility and range of use. This will be a three year phased purchase to replace the units currently in service.	Fire Authority	City/District Fire	18101	Doug Hutchison	Special Revenue	Prop. 172	\$ 88,108	\$ 33,000						\$ 33,000	The first set has been purchased and placed into service. Second set has been purchased. Final purchase set planned for FYE 22.	Budget Adopted	✓
SCBA Compressor	This specialized unit is necessary and mandatory to fill Self-Contained Breathing Apparatus Bottles crucial for the Ukiah Valley Fire Authority to carry out our mission of saving and protecting life, property, and the environment. This unit will be housed at the Central Station and will replace our current mobile air unit, which is currently out of service.	Fire Authority	City Fire	18195	Doug Hutchison	General		\$ 54,661	\$ 60,000						\$ 60,000	This will require new funding. Moved from FYE 21 due to COVID-19.	Budget Adopted	✓
SCBA/Gear Sanitizer	This unit is critical for sanitation of fire protection gear and equipment used and worn by team members, due to the increasing awareness of cancer causing exposures faced by Fire Personnel. The sanitation of gear and equipment has been proven to reduce the risk to cancer(s). This promotes a safer and healthier work environment.	Fire Authority	City Fire	18196	Doug Hutchison	General		\$ 23,977	\$ 35,000						\$ 35,000	This will require new funding. Moved from FYE 21 due to COVID-19. Increased from \$28k.	Budget Adopted	✓
Water Tender	The Ukiah Valley Authority annual fleet replacement identified WT-6892 for replacement. Following industry standard NFPA guidelines recommends fire apparatus serve 10 years or 75,000 miles as a first out response vehicle, and an additional 5 to 10 years or 100,000 miles in service as a reserve apparatus. WT-6892 is a 2004 Peterbilt single-axle 2,500 gallon water tender. It was initially designed for construction, and was converted to a fire apparatus. It does not have a fire rated pump, which the apparatus does not meet the demand for service. The purchase of a new fire rated water tender is vital to the Fire Authority's mission while working in the rural environment. Additionally, utilizing OES-State contracts, the entire purchase cost recovery would be completed over the next few years. WT-6892 would not only be placed in a reserve status for the Fire Department, other departments in the City could utilize the water tender, adding additional cost savings to the City, as they have been renting a water tender in the past several years.	Fire Authority	City Fire	V2543	Doug Hutchison	TBD			\$ 424,725						\$ 424,725	Revised amount from \$350k. Awarded by Council in April 2022.	Budget Adopted	✓
Quint Aerial Apparatus	The Ukiah Valley Fire Authority annual fleet replacement identified T-6852 for replacement. Following industry-standard NFPA guidelines recommends fire engines serve 10-years or 75,000 miles as a first out response vehicle, and an additional 5 to 10-years or 100,000 miles in service as a reserve apparatus. T-6852 is a 2009 Pierce Quint Aerial Apparatus with a 75-ft. ladder with a current mileage of 47,536. With a continually growing city in size and height, revised truck's specifications will need to be considered to meet future demands. T-6852 will be placed in a reserve status for the Department.	Fire Authority	City Fire	TBD	Doug Hutchison	TBD	Fiscal Year Allocation TBD						\$ 1,500,000		\$ 1,500,000	Fiscal year allocation might move to out years contingent on condition of the vehicle.	Reviewed	
Active Shooter Safety Equipment	Due to the current events happening around the United States and the world, it is unfortunate but imperative that we prepare and be equipped for any and all situations the UVFA may face. We are taking a proactive instead of a reactive stance in protecting and providing our team members with the equipment they need to handle even the direst situations. Following industry-standard (NFPA-3000 Active Shooter) equipment to be purchased will include Flak Jackets, Kevlar Helmets, Medical Triage Bags, and Medical Triage Equipment.	Fire Authority	City Fire	18339	Doug Hutchison	TBD	Fiscal-Year-Allocation TBD/Seek-grant-funding- Funded by Mendocino County PG&E settlement funds.			\$ 50,910					\$ 50,910	Staff will actively pursue grants to possibly offset some cost. Department estimate/request is \$60,000. Funding for 16 ballistic safety vests.	Reviewed	✓
Radios	Due to the Federal Communications Commissions (FCC), all Fire Department Analog Radios (currently all UVFA radio's are analog) are required to be replaced with Digital Radios. The FCC's move from analog to digital increased and improved radio efficiency and met the radio spectrum's increasing demand (Narrow banding). This is a two-year phased purchase, replacing the Hand-Held Radio's in the first year and the Mobile Radio's (Vehicle Radio's) in the second phase.	Fire Authority	City Fire	18240	Doug Hutchison	TBD	Seeking grant-funding- Partially funded by Mendocino County PG&E settlement	\$ 234,037	\$ 225,000						\$ 225,000	Staff will continue to actively pursue grants to possibly offset some of the cost during the phased process. Completed (\$40k of this funded by Mendocino County PG&E settlement funds).	Budget Adopted	✓

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Safety Extractors	This unit is critical for sanitation of Personal Protective Equipment (PPE) used and worn by team members due to the increasing awareness of cancer-causing exposures faced by Fire Personnel. The sanitation of gear and equipment has been proven to reduce cancer risk (s) by removing the carcinogens or our team members deal with while performing their duties. These Safety Extractors were built and designed to remove debris and carcinogens as a normal washing machine does not, nor meet the industry standard of NFPA.	Fire Authority	District Fire	18278	Doug Hutchison	District		\$ 20,603	\$ 30,000						\$ 30,000		Budget Adopted	✓
Ambulance Patient Transport Unit	This ambulance will serve the greater Ukiah area for the growing demands of the Emergency Medical Services. The Ukiah Valley Fire Authority has had to supplement/augment the private ambulance industry to county-wide ambulance shortage.	Fire Authority	Ambulance	V2764	Doug Hutchison	TBD	Looking at financing options.	\$ 208,175	\$ 250,000						\$ 250,000	Ambulance ordered, delivery expected in the fourth quarter of 22/23.	Budget Adopted	✓
Ambulance Patient Transport Unit	This ambulance will serve the greater Ukiah area for the growing demands of the Emergency Medical Services. The Ukiah Valley Fire Authority has had to supplement/augment the private ambulance industry to county-wide ambulance shortage.	Fire Authority	Ambulance	18269	Doug Hutchison	TBD	\$141,648 to be CDBG funded, balance financed.	\$ 208,175	\$ 300,000						\$ 300,000	Ambulance ordered, delivery expected in the fourth quarter of 22/23.	Budget Adopted	✓
Command/Chief Vehicle	This vehicle will serve as a Command/Chief vehicle. It will replace the current District-Owned C-6804. C-6804 will be placed as reserve status as a station utility until its end of useful service. This is the final phase of purchasing command vehicles for the foreseeable future.	Fire Authority	District Fire	TBD	Doug Hutchison	District							\$ 75,000		\$ 75,000	Purchase cost covers Fire Service Emergency vehicle outfitting (lights, siren, radios, etc.)	Not Reviewed	
Hydraulic Battery Operated Rams	These units serve as the final piece in replacing our auto extrication equipment. Three units are requested and will be battery operated, with the batteries being interchangeable with our current equipment (cutters/spreaders). These units will be placed on the three Type I engines that provide primary emergency response. Rams are utilized in a number of rescue situations, including separating material during extrications, i.e. separating a crushed metal frame of a vehicle to get to a victim.	Fire Authority	District Fire	18344	Doug Hutchison	District				\$ 45,000					\$ 45,000		Not Reviewed	✓ ✓
Lift Air Bags	UVFA's Lift Air Bags are currently past the end-of-life expiration date. This item includes 3 lift bag kits that will be equipped on the three Type I Engines that provide primary emergency response. Lift bags are used to lift heavy objects including but not limited to vehicles, boulders, building collapse, confined space rescue, etc.	Fire Authority	City	18340	Doug Hutchison	District				\$ 15,000					\$ 15,000		Not Reviewed	
Medical Equipment Inventory Control System	Operative IQ interrogates these with our current medical equipment tracking and supply system. These units help track usage, expiration dates, and resupply needs. Additionally, the up-to-date tracking of all current supplies will minimize excess equipment or spoilage by expiration, saving additional funds.	Fire Authority	Ambulance	18341	Doug Hutchison	District				\$ 35,000					\$ 35,000	The Ukiah Valley Fire Authority is already utilizing the corresponding software utilized by the machines. The \$35k is the one time cost for two inventory tracking machines. These are similar systems utilized by hospitals for inventory control of medications and supplies.	Not Reviewed	✓
Utility Transport Vehicle	Due to the increasing number of rescues in the wilderness areas, along with Low Gap Park & the Western Hills Trails. UFVA needs a vehicle capable of traversing these areas to optimize our rescue capabilities, as well as moving equipment and personnel in a timely manner.	Fire Authority	District Fire	TBD	Doug Hutchison	District				\$ 40,000					\$ 40,000		Not Reviewed	✓
SUB-TOTAL:								\$ 943,211	\$ 1,463,200	\$ 230,456	\$ -	\$ -	\$ 1,575,000	\$ -	\$ 3,268,635			

POLICE DEPARTMENT

Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Annual Police Car Replacement	Annually the Police Department schedules the replacement of two patrol cars. Typically, a patrol car lasts about 3 years before it reaches the end of it's service life. It takes the department about a year to order, receive and outfit a car for patrol use. By scheduling regular replacement of cars, the department ensures we have enough cars available for use.	Police	Police	V4209 & V4215	Noble Waidelich	General	May explore financing options.		\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000		\$ 700,000	The Department has maintained a vehicle replacement plan of two vehicles per year, which was previously reduced due to COVID-19. The budget has been increased from \$100k yearly, as current vehicle replacement actual cost exceeds prior budgeted amounts. This is also a consideration of inflation.	Reviewed	✓
Replace Vehicle Mounted Video Cameras	The Ukiah Police Department has utilized vehicle mounted video cameras within Police vehicles for approximately 20 years, to memorialize officer contacts, criminal conduct, and investigative activities. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current recording equipment has been in use since 2015, and the recording hardware, software and operating system are outdated and have become cumbersome and unreliable. The replacement system would provide for evidentiary data storage and processing as well as technical, software, and hardware support throughout a 5-year purchasing plan.	Police	Police	18241	Noble Waidelich	General	Grant funding may be available.	\$ 31,676	\$ 32,237						\$ 63,913	Project is complete. Removed budget for future years.	Reviewed	✓
Replace Tasers	The Ukiah Police Department has deployed Tasers since 2018, utilizing a 5-year purchasing program to maintain current equipment and which provides support for hardware, supplies, and technology through the term of the agreement. The current agreement with Axon expires in 2022.	Police	Police	18345	Noble Waidelich	General	Grant funding may be available.	\$ 41,345		\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 160,000	As explained in our prior CIP plan, the department has maintained a purchasing plan to support our tasers, which is expiring this year. Unless renewed, equipment will not be repairable or supported. Yearly pricing has increased from \$15k.	Reviewed	✓
Replace Body Cameras	The Ukiah Police Department has deployed body-cameras to memorialize officer contacts, criminal conduct, and investigative activities for more than 10 years. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current purchasing program expires in 2023, and provides for evidence storage, current and reliable equipment, and support for hardware and software for the term of the agreement.	Police	Police	18346	Noble Waidelich	General	Grant funding may be available.	\$ 98,037		\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 260,000	As explained in our prior CIP plan, the department has maintained a purchasing plan to support our body worn cameras, which is expiring in May of 2023. Unless renewed, equipment will not be repairable or supported, essentially making them inoperable. Due to the fact that our tasers are also due for renewal, the department is exploring a bundling option as a cost saving measure. Overall cost has increased from \$79k.	Reviewed	✓
SUB-TOTAL:								\$ 171,058	\$ 132,237	\$ 234,000	\$ 234,000	\$ 234,000	\$ 234,000	\$ 84,000	\$ 1,183,913			

PUBLIC WORKS DEPARTMENT

Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Public Works	Streets	E1001	David Kirch	General	Department plans to set aside funds for this replacement.		\$ -	\$ 40,000					\$ 40,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24. Working with Fleet Maintenance staff on evaluation. Moving to FYE 23. Continued evaluation and validation of justification required prior to purchase.	Reviewed	✓
Asphalt Roller -Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Public Works	Streets	E1612	David Kirch	General	Department plans to set aside funds for this replacement.				\$ 22,000				\$ 22,000	Moved from FYE 23 due to COVID-19. Working with Fleet Maintenance staff on evaluation.	Reviewed	
Asphalt Paver - Shared Cost	The current equipment is Equipment #1811, a 1998 LeeBoy Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Public Works	Streets	E1812	David Kirch	General	Department plans to set aside funds for this replacement.				\$ 70,000				\$ 70,000	Moved from FYE 23 due to COVID-19. Working with Fleet Maintenance staff on evaluation.	Reviewed	

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2022 - *Draft*

Bucket Truck Replacement- Shared Cost	There are currently two bucket trucks, Vehicle #2221; a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018; and Vehicle #2230; a 1995 Ford F450; which will be kept into service until it is replaced. It is used to trim street and park trees; and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost. Total cost: \$100,000	Public Works	Streets	V2224	David Kirch	General								\$ -	Look-to-match replacement with surplus from Electric Utility. Moved to FYE 23.. Removed ... Electric buying one with a 2 year lead time, which will result in this department getting the one that is being replaced.	Reviewed	
Water Tender- Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vector trucks and be available to support mowing and Fire operations. Five divisions share the cost--\$150,000 total	Public Works	Streets	TBD	David Kirch	Enterprise								\$ -	Moved to FYE 21. Spent over \$15k this past year for rental of a unit... Moved from FYE 21 due to COVID-19. Moved from FYE 22.. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated- Removed - Fire is ordering one, and the one being replaced will be available for use.	Reviewed	
Flat Rack Truck	Replace existing Flat Rack Truck due to age and mileage.	Public Works	Streets	V2236	David Kirch	General							\$ 62,500	\$ 62,500	Moved from FYE 22 due to COVID-19.	Reviewed	
3-Yard Dump Truck	Replace existing 3-yard dump truck due to age and mileage.	Public Works	Streets	TBD	David Kirch	General					\$ 102,000			\$ 102,000	Moved from FYE 23 due to COVID-19.	Reviewed	
Loader Replacement	Replace existing loader due to CARB requirements.	Public Works	Streets	E1413	David Kirch	General			\$ -	\$ 110,000				\$ 110,000	Working with Fleet on evaluation. Continued evaluation and validation of justification required prior to purchase. Moved from FYE 22.	Reviewed	✓
Dump Truck Replacement	Dump Truck Replacement for 3 years. This equipment is used to maintain and repair the Infrastructure for our citizens. Total cost: \$500,000	Public Works	Corporation Yard	18017	David Kirch	Internal Service	Department plans to set aside funds for				\$ 500,000			\$ 500,000	Moved from FYE 22 due to COVID-19. Reduced cost from \$750k due to splitting Loader to separate line.	Reviewed	
Snap-On Toolsets	Snap-On Tools, Master Set Tool set and Fleet Pro Set.	Public Works	Garage	18347	David Kirch	Internal Service				\$ 60,000				\$ 60,000	Garage Tool Sets	Not Reviewed	✓
SUB-TOTAL:								\$ -	\$ -	\$ 210,000	\$ 694,000	\$ -	\$ 62,500	\$ -	\$ 966,500		

WATER RESOURCES DEPARTMENT

Project Name	Project Description	Department	Division	Project Number	Project Contact Name (s)	Funding Source	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
									21/22	22/23	23/24	24/25	25/26	26/27				
Replace Water Treatment Plant Service Truck	The current vehicle's useful is expected to be exceeded in future years and will need to be replaced.	Water Resources	Water Treatment Plant	V3754	David Kirch	Enterprise				\$ 70,000					\$ 70,000	Moved from FYE 23. Moved back to FYE 23. Increased amount from \$50k due to revising to a 3/4 ton with lift gate, as well as inflation; EV is not an option at this time due to the heavy duty needs.	Reviewed	✓
Convert Chlorine Gas to Liquid Chlorine at Water Treatment Plant	This project will replace chlorine gas at the Water Treatment Plant and convert to Liquid Chlorine for safety reasons	Water Resources	Water Treatment Plant	18133	Michelle Wagenet	Enterprise				\$ 50,000	\$ 270,000				\$ 320,000	Was budgeted FYE 20, moved to start in FYE 21 due to COVID-19. Moved \$270k from FYE 22. Moved \$50k from FYE 21. Moved \$50k from FYE 22.	Budget Adopted	✓
Replace Turbidimeters	Replace Turbidimeters at Water Treatment Plant.	Water Resources	Water Treatment	18353	Michelle Wagenet	Enterprise				\$ 75,000					\$ 75,000		Reviewed	✓
Transfer Pump	Purchase a transfer pump for emergency use at the Backwash Basins and Interties	Water Resources	Water Treatment	18242	David Kirch	Enterprise			\$						\$	Removed \$35k from FYE 22. Acquired through a drought management grant. Complete.	Reviewed	
Water Meter Replacements	Upgrade aged meter in order to provide increased service efficiency.	Water Resources	Water Operations	18074	Don Brown	Enterprise			\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -		\$ 100,000	Ongoing - reduced FYE 21 from \$50k, added \$50k to FYE 24 due to COVID-19. Added funding for FYE 25 and 26. Removed \$50k from FYE 22, FYE 23, and FYE 26. Scope being re-evaluated against other projects going on.	Budget Adopted	
Replace Water/Sewer Operations Call Truck - Shared Cost	The current vehicle's useful is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	V3753	David Kirch	Enterprise				\$ 40,000					\$ 80,000	Increased amounts in both Water and Sewer from \$30k each due to inflation. EV is not an option at this time due to the heavy duty needs.	Reviewed	✓
Replace Water/Sewer Operations Lead Worker Truck - Shared Cost	The current vehicle's useful life is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	TBD	David Kirch	Enterprise				\$	22,500				\$ 45,000	Increased amounts in both Water and Sewer from \$20k each due to inflation. Electric vehicle.	Reviewed	
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Water Resources	Water Operations	E1001	David Kirch	Enterprise	Department plans to set aside funds for	\$ -	\$ 40,000						\$ 80,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24. Working with PW and Fleet on evaluation. Moving to FYE 23. Continued evaluation and validation of justification required prior to purchase.	Reviewed	
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Water Resources	Water Operations	E1001	David Kirch	Enterprise	Department plans to set aside funds for	\$ -	\$ 40,000						\$ 80,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24. Working with PW and Fleet on evaluation. Moving to FYE 23. Continued evaluation and validation of justification required prior to purchase.	Reviewed	
Asphalt Roller - Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Water Resources	Water Operations	E1612	David Kirch	Enterprise	Department plans to set aside funds for			\$ 22,000					\$ 88,000	Moved from FYE 23 due to COVID-19. Working with PW and Fleet on evaluation.	Reviewed	
Asphalt Paver - Shared Cost	The current equipment is Equipment #1811, a 1998 LeeBoy Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Water Resources	Water Operations	E1812	David Kirch	Enterprise	Department plans to set aside funds for			\$ 70,000					\$ 140,000	Moved from FYE 23 due to COVID-19. Working with PW and Fleet on evaluation.	Reviewed	
Vector Replacement - Shared Cost	The existing vehicle, Vehicle #2515, a 2009 VacCon V350 LHA, will need to be replaced as it will be soon reaching its end-of-life. This equipment assists in repairing and maintaining the Water Distribution and Sewer Collection System in order to provide services to our rate payers. Two divisions share the cost: \$450,000 total	Water Resources	Water Operations	V2518	David Kirch	Enterprise		\$ 244,108							\$ 488,216	Electric Utility Department needs will also be considered. Revised budget amount from \$150k. (Revision after rate study.) Moved from FYE 21 due to COVID-19. Moved from FYE 23. Moved from FYE 22. Purchase moved to FYE 22 due to long lead time. Revised numbers from \$225k for Water, and \$225k for Sewer based on actual purchase	Reviewed	
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vector trucks and be available to support mowing and fire operations. Five divisions share the cost: \$150,000 total	Water Resources	Water Operations	TBD	David Kirch	Enterprise									\$	Moved to FYE 21. Revised budget amount from \$35k. (Revision after rate study.) Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated. New fire tender ordered ... this is no longer needed.	Reviewed	
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vector trucks and be available to support mowing and fire operations. Five divisions share the cost: \$150,000 total	Water Resources	Sewer Operations	TBD	David Kirch	Enterprise									\$	Moved to FYE 21. Revised budget amount from \$35k. (Revision after rate study.) Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated. New fire tender ordered ... this is no longer needed.	Reviewed	
Loader Replacement	Replace existing loader due to CARB requirements.	Water Resources	Water Operations	E1413	David Kirch	Enterprise		\$ -	\$ 110,000						\$ 220,000	Working with Fleet on evaluation. Continued evaluation and validation of justification required prior to purchase. Moved from FYE 22.	Reviewed	
Loader Replacement	Replace existing loader due to CARB requirements.	Water Resources	Sewer Operations	E1413	David Kirch	Enterprise		\$ -	\$ 110,000						\$ 220,000	Working with Fleet on evaluation. Continued evaluation and validation of justification required prior to purchase. Moved from FYE 22.	Reviewed	
Ford/Orchard Lift Station Upgrade	This needs upgrading to change from single to three phase power, installing two new pumps, the pump guides, and the discharge valves.	Water Resources	Sewer Operations	18134	David Kirch	Enterprise		\$ 200,000							\$ 200,000	Moved from FYE 20 and revised budget from \$100k. (Revised since rate study.) Moved from FYE 21 due to COVID-19.	Budget Adopted	
Telescoping Lift	This equipment is needed at the Wastewater Treatment Plant to assist in maintaining the facility which provides Waste Water Treatment for the City and the Ukiah Valley Sanitation District.	Water Resources	Wastewater Treatment	E1718	David Kirch	Enterprise		\$ -		\$ 20,000					\$ 20,000	Rebudgeted FYE 20. Moved from FYE 20 due to COVID-19. Increased the amount from \$12k. Moved from FYE 22.	Reviewed	

****Refer to last page of this document for definition of terms used.***

FIVE YEAR CAPITAL IMPROVEMENT PLAN*																										
JULY 2022 - Draft																										
Digester Rehabilitation and Methane Scrubber	Methane Scrubbers are needed in order to clean the methane gas to provide an alternate energy source to operate the boilers at the Wastewater Treatment Plant, which will in turn decrease the City's energy cost at the plant.	Water Resources	Wastewater Treatment Plant	18135	David Kirch	Enterprise	Cost will be offset by saving in the purchase of natural gas					\$	1,500,000			\$	1,500,000	Moved from FYE 22 due to COVID-19.	Reviewed							
SCADA Upgrade at Waste Water Treatment Plant	Upgrade the ancient SCADA system at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment	18137	David Kirch	Enterprise			\$	300,000						\$	300,000	Move from FYE 20. (Revision after rate study.) Moved from FYE 21. Increased from \$200k.	Budget Adopted							
VFD Installation at Wastewater Treatment Plant	This project will involve installing Variable Frequency Drives on various points in the treatment process	Water Resources	Wastewater Treatment	18138	David Kirch	Enterprise			\$							\$		Increased from \$55,700. Item being removed. \$90k eliminated from FYE 22.	Reviewed							
Replace Ford Ranger	Replace Ford Ranger at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment	TBD	David Kirch	Enterprise					\$	40,000				\$	40,000	(Not on CIP during rate study.) Moved from FYE 21 due to COVID-19. Moved to FYE 23. Electric vehicle option will be evaluated.	Reviewed	✓						
Recondition Yardney Filters	Recondition the filters that produce in-house plant utility wash water.	Water Resources	Wastewater Treatment	18243	Alan Hodge	Enterprise			\$	-	\$	100,000				\$	100,000	Moved from FYE 22, and increased from \$65k.	Reviewed	✓						
Install Flow Sensors	Install Flow Sensor on the effluent at the Chlorine Contact Basins.	Water Resources	Wastewater Treatment	18244	Alan Hodge	Enterprise			\$	-	\$	20,000				\$	20,000	Moved from FYE 22.	Reviewed	✓						
Belt Filter Press Replacement	This project will replace the existing Belt Filter Press Equipment which has passed its useful life.	Water Resources	Wastewater Treatment Plant	18130	David Kirch	Enterprise			\$	702,055	\$	825,000				\$	1,527,055	Purchase approved in amount of \$432,729 for the equipment. Amount for FYE 22 also reflects \$269,326 for engineering and project management services, going to Council approval in May. Rebudgeting \$825k for FYE '23 for installation/construction.	Reviewed							
Vibration Monitoring Equipment	Install vibration monitoring equipment on motors to identify bearing deterioration.	Water Resources	Wastewater Treatment	18245	David Kirch	Enterprise			\$	33,312						\$	33,312	Purchase approved in amount of \$33,312. Increased amount from \$30k to reflect.	Reviewed	✓						
Upgrade PLCs	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment	18246	Alan Hodge	Enterprise			\$	256,642						\$	256,642	Purchase approved in amount of \$256,642. Decreased amount from \$350k to reflect.	Reviewed	✓						
Quick-Connect Pipe for Recycled Water Ponds	Purchase pipe redirecting stored water in the Recycled Water Ponds.	Water Resources	Recycled Water	18247	Jarod Thiele	Enterprise			\$							\$		Removed \$25k from FYE 22. No longer needed as staff implemented a workaround solution.	Reviewed							
DAFT Replacement	Perform repairs to components of the Dissolved Air Flotation Thickener (DAFT) at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment Plant	18248	David Kirch	Enterprise			\$	571,996	\$	725,000				\$	1,296,996	Award was approved by Council this May for equipment. Amount changed from original budget of \$250k. The increase also reflects \$252,752 for engineering and project management services, going to Council approval in May, and an additional \$725k budgeted for next year for installation/construction.	Reviewed							
Vichy Springs Lift Station Upgrade	This needs upgrading to install two new pumps, the pump guides, and the discharge valves.	Water Resources	Sewer Operations	TBD	David Kirch	Enterprise								\$	250,000	\$	250,000		Reviewed							
VFD Replacements	A total of five Variable Frequency Drive replacements at high service pump station and raw water pump station.	Water Resources	Water Treatment Plant	18355	Sean White	Enterprise					\$	100,000	\$	200,000	\$	20,000	\$	320,000		Not Reviewed	✓					
SUB-TOTAL:									\$	-	\$	2,552,221	\$	2,385,000	\$	813,000	\$	1,570,000	\$	250,000	\$	-	\$	7,570,221		
TOTALS FOR VEHICLES, MACHINERY & EQUIPMENT :									\$	1,328,780	\$	4,905,367	\$	3,329,456	\$	2,161,000	\$	4,204,000	\$	2,171,500	\$	84,000	\$	16,832,731		

Definition of terms used:	
Project Name	The name of the project.
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
Division	The specific division within the identified department where the expenditure will be made within the budget.
Org/Object	The proposed account code where the expense will be accounted for.
Project Number	The number assigned to track all expenses related to the project.
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING" or "COMPLETED".
Project Timeline	General calendar year "start" and "end" date.
Funding Source	The Fund the actual expense will come out of.
Funding Identified	"Yes" indicating funding has been identified and will be available, "No" indicating funding has not yet been identified and is unavailable.
Funding Type	"Reserves" indicates it is, or is planned to be, transferred from a reserve account, "Current Revenues" means that the expenditure is anticipated to funded by existing revenues at the time of the purchase, "New Revenues" means that a funding source other than current revenues will be used, including or grant funding or fundraising.
Funding Type Add 'l	
Comments	To further explain, as necessary, the funding type used selected.
Costs to date	Costs spent on the project.
Estimated Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.
Totals	The sum of the five year estimate for each project.
Comments	Additional information as needed.
City Council Status	"Not Reviewed"- First time that Council has been presented the project; "Reviewed" - Council has been presented the project during an agendized meeting; "Explore" - Council has reviewed and has asked staff to further explore; "Reviewed and Supported" - Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted" - Council has approved the project through the Council action that takes place through either

E1001 – Asphalt Zipper

Working with Public Works and Fleet Management on evaluation. Continued evaluation and validation of justification required prior to purchase.

E1413 – Loader

Working with Public Works and Fleet Management on evaluation. Continued evaluation and validation of justification required prior to purchase.



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: Rescue UTV		ASSET USEFUL LIFE: 20 YEARS		ESTIMATED COST \$40,000
SUBMITTED BY: DAVE KIRCH, FLEET & PLANT MAINTENANCE SUPERVISOR				
NEW REQUEST OR REPLACEMENT OF EXISTING?: NEW REQUEST				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Ukiah Valley Fire Department	Fire Department	E4963	91621400.80100	\$40,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
N/A	N/A	N/A	N/A	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
N/A	N/A	N/A		N/A
CURRENT CONDITION: N/A				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
N/A	N/A			N/A
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
N/A		N/A		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): Polaris Ranger Crew XP 1000 Rescue UTV 4x4				
EST. MILEAGE/HOURS PER YEAR ?				
JUSTIFICATION/USE/NEED: Vehicle will be used on western hills, Cow Mountain and other remote access. Transporting people, tools/supplies and equipment for rescue.				
COST/BENEFIT ANALYSIS: None				
OTHER INDIRECT BENEFITS: None.				
ALTERNATE SOLUTIONS EXPLORED: None				
ADDITIONAL COMMENTS: NONE				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: Ford F-150 Pick-Up EV		ASSET USEFUL LIFE: 10-15 YEARS		ESTIMATED COST \$60,000.00
SUBMITTED BY: DAVE KIRCH, FLEET & PLANT MAINTENANCE SUPERVISOR				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement of existing.				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
COMMUNITY SVCS	PARKS	V3285	10022100.80100	\$60,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
3731	1989	DODGE D200	1B6KE26Z0KS149936	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000	113,000 MILES	\$14,197.69		\$800.00
CURRENT CONDITION: This vehicle was salvaged in 2015. Transmission was blown, along with a bad catalyst.				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
N/A	N/A			No
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
3 Years		N/A		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 FORD F-150 EV PRO TRUCK OR EQUAL				
EST. MILEAGE/HOURS PER YEAR	5,000 - 7,000 MILES			
JUSTIFICATION/USE/NEED: The vehicle will be used on a daily basis to perform maintenance city parks and grounds of city properties This truck will also be used to support public events, and other general service needs.				
COST/BENEFIT ANALYSIS: EV vehicle lower maintenance cost to maintain				
OTHER INDIRECT BENEFITS: None.				
ALTERNATE SOLUTIONS EXPLORED: None				
ADDITIONAL COMMENTS: This vehicle was scheduled to be replaced in 2015, but funds were not available.				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: Ford F-150 Pick-up EV		ASSET USEFUL LIFE: 10-15 years		ESTIMATED COST \$60,000.00
SUBMITTED BY: Dave Kirch, Fleet & Plan Maintenance Supervisor				
NEW REQUEST OR REPLACEMENT OF EXISTING?:				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Community Services	Building Maintenance	V3286	20822500.80100	\$60,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
3760	1997	Dodge	1B7HC16X7VS184613	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000 miles	55,670	Unknown		\$1,500.00
CURRENT CONDITION: Poor				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
10000 (7 years)	None			Yes
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
80			After Market	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 FORD F-150 EV PRO Truck or Equal				
EST. MILEAGE/HOURS PER YEAR 2,000 to 3,000				
JUSTIFICATION/USE/NEED: This vehicle we be used on a daily basis to perform building and grounds maintenance of all City-owned buildings and properties.				
COST/BENEFIT ANALYSIS: EV vehicle lower maintenance cost to maintain.				
OTHER INDIRECT BENEFITS: N/A				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: None				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: Ford F-350 with Service Body		ASSET USEFUL LIFE: 10-15 years		ESTIMATED COST \$80,000.00
SUBMITTED BY: Dave Kirch, Fleet & Plan Maintenance Supervisor				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacemnet				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Water Resources	Water	V3753	82027114.80100	\$40,000.00
Water Resources	Sewer	V3753	84027221.80100	\$40,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
3739	2014	Ford	1FDBF3A61EEB27664	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000 miles	101,300 miles			\$15,000.00
CURRENT CONDITION: Fair				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
\$13,500.00	None			Yes
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
100 hours		Yes		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 Ford F350 Service Body				
EST. MILEAGE/HOURS PER YEAR	10,000 miles			
JUSTIFICATION/USE/NEED: This vehicle will be used on a daily basis for the operation of the Water & Sewer , Booster Pump Stations and lift stations. This vehicle will also be used as the On-Call vehicle water & sewer.				
COST/BENEFIT ANALYSIS: N/A				
OTHER INDIRECT BENEFITS: N/A				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: The vehicle being replaced will be transferred to another department.				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: Ford F-250 with Service Body and Lift Gate		ASSET USEFUL LIFE: 10-15 years		ESTIMATED COST \$70,000.00
SUBMITTED BY: Dave Kirch, Fleet & Plan Maintenance Supervisor				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacemnet				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Water Resources	Water Treatment Plant	V3754	82027110.80100	\$70,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
3746	2007	Ford	1FDNF205X7EA61120	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000 miles	113,000			\$5,000.00
CURRENT CONDITION: Fair				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
\$22,500.00	None			Yes
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
230 hours		Yes		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 Ford F250 Service Body and Lift Gate				
EST. MILEAGE/HOURS PER YEAR	5,000-7,000 miles			
JUSTIFICATION/USE/NEED: This vehicle will be used on a daily basis for the operation of the Water Treatment Plant, Water Wells, Reservoirs and Booster Pump Stations. This vehicle will also be used at the On-Call vehicle. This vehicle will also be used for operation and maintenance of the Recycled Water System				
COST/BENEFIT ANALYSIS: N/A				
OTHER INDIRECT BENEFITS: N/A				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: None				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



City of Ukiah

Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: POLICE CARS - ANNUAL REPLACEMENT - CAR		ASSET USEFUL LIFE: 5-10 YEARS		ESTIMATED COST \$75,000
SUBMITTED BY: LT Andy Phillips				
NEW REQUEST OR REPLACEMENT OF EXISTING?: REPLACEMENT OF EXISTING				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
POLICE	POLICE	V4216	10020210.80100	\$75,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
4149	2015	Ford Interceptor SUV	N/A	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000 Miles	105,000 MILES	\$35,229.00		\$1,000
CURRENT CONDITION: Both vehicles have significant mileage of high demand police activities. After 100,000 miles police vehicles begin to suffer from cracked frames and other significant structural and suspension issues as well as repeated, significant mechanical failures.				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
\$40, 323		N/A		YES
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABILITY	
8,321 hours			Most parts still available.	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 Ford Interceptor Utility				
EST. MILEAGE/HOURS PER YEAR		10,000 + miles per year		
JUSTIFICATION/USE/NEED: Police vehicles are equipped with safety equipment, radios, lights and sirens, provide transportation for police services and are authorized for emergency response and pursuit activities. The department currently deploys as many as 5 uniformed patrol officers a shift and 7 shared vehicles are currently within the fleet, to allow for scheduled maintenance activities, unanticipated mechanical failures, and emergencies which may require the deployment of additional personnel.				
COST/BENEFIT ANALYSIS: If the vehicle remains in service, although the vehicle has over 100,000 miles on it . In addition, the out of service time is substantial. The vehicle has had constant maintenance issues and is frequently out of service. The vehicle is also on it's second transmission, and fourth PTU. Engine also failed in 2021. This vehicle has exceeded its estimated life and will continue to be unreliable and costly to keep in the fleet.				
OTHER INDIRECT BENEFITS: Reliability and availability will allow for better response time to calls.				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: Original purchase price does not reflect total cost of fully outfitted vehicle for intended purpose and use.				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD		<i>A. WARDEN</i>		5/16/2023
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: POLICE CARS-ANNUAL REPLACEMENT-SUV		ASSET USEFUL LIFE: 5-10 YEARS		ESTIMATED COST \$75,000
SUBMITTED BY: Lt. Andy Phillips				
NEW REQUEST OR REPLACEMENT OF EXISTING?:				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Police	Police	V4218	10020210.80100	\$75,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
4116	2011	Ford Crown Victoria	N/A	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000	90,000	\$30,438.00		\$1,000.00
CURRENT CONDITION: Both vehicles have significant mileage of high demand police activities. After 100,000 miles police vehicles begin to suffer from cracked frames and other significant structural and suspension issues as well as repeated, significant mechanical failures.				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
\$12,200.00		Transmission replacement-\$4,000		Yes
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
665			Limited quantities, harder to find due to age	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 Ford Interceptor Utility				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: Police vehicles are equipped with safety equipment, radios, lights and sirens, provide transportation for police services and are authorized for emergency response and pursuit activities. The department currently deploys as many as 4 uniformed patrol officers a shift and 7 shared vehicles are currently within the fleet, to allow for scheduled maintenance activities, unanticipated mechanical failures, and emergencies which may require the deployment of additional personnel.				
COST/BENEFIT ANALYSIS: The vehicle will soon be past its useful life and estimated life in mileage. In addition, the out of service time is substantial. The vehicle has extensive mechanical issues which would require and extensive amount of troubleshooting. The vehicle has consistently had a lack of power and speed, topping out at 80 mph and additional unknown/undiagnosed engine problems.				
OTHER INDIRECT BENEFITS: Reliability and availability will allow for better response times to calls.				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: Original purchase price does not reflect total cost of fully outfitted vehicle for intended purpose and use.				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD		<i>A. WANDERLICH</i>		5/16/2022
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2022/2023

ITEM: Sport Utility Vehicle		ASSET USEFUL LIFE: 10-15 YEARS		ESTIMATED COST \$40,000
SUBMITTED BY: DAVE KIRCH, FLEET & PLANT MAINTENANCE SUPERVISOR				
NEW REQUEST OR REPLACEMENT OF EXISTING?: REPLACEMENT				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Water Resources	Wastewater Treatment Plant	V4544	84027225.80100	\$40,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
3282	1997	Ford	1FTCR10AXVTA69155	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000	60,000	Unknown		\$1,000.00
CURRENT CONDITION: Fair				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
\$6,562.00		N/A		N/A
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
100 hours			N/A	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2023 Dodge Durango or equal - EV and Hybrid options under consideration.				
EST. MILEAGE/HOURS PER YEAR 5,000 - 7,000 miles per year				
JUSTIFICATION/USE/NEED: The vehicle will be used on a daily basis to operate and maintain the Wastewater Treatment Plant facility. This includes pond level inspection, transporting tools/supplies and equipment as well as samples to the off-site lab for analysis. The new vehicle will be more size appropriate than the current one				
COST/BENEFIT ANALYSIS: Based on past history, use of the vehicles should extend well beyond the standard useful life of 5-10 year, to most likely 10-15 years. Based on this estimation, the cost for the vehicle alone will be approximately \$4,000 per year. The benefit it will provide is the necessary equipment needed for staff to perform adequate maintenance and operation of the Wastewater Treatment Plant and an easier ability to deliver samples to the off-site lab				
OTHER INDIRECT BENEFITS: None.				
ALTERNATE SOLUTIONS EXPLORED: None				
ADDITIONAL COMMENTS: NONE				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Action Regarding the Cancellation of the July 6, 2022, Regular City Council Meeting, with the Option for the Mayor and/or City Manager to Call for a Special Meeting on an Alternate Date if Time Sensitive Business Arises.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Sage Sangiacomo, City Manager

ATTACHMENTS:

None

Summary: Council will consider cancelling the July 6, 2022, Regular City Council meeting to take a summer break from the heavy meeting schedule maintained throughout the rest of the year.

Background: City Council has regular meetings scheduled for the first and third Wednesdays of each month, with a regularly scheduled meeting on July 6, 2022. Council typically cancels a meeting around mid-summer after the budget hearings, as there are typically fewer business items at that time of year, and this gives a break to both the Council and Staff from the heavy meeting schedule maintained throughout the rest of the year.

Discussion: Staff is recommending the cancellation of the July 6, 2022, regular meeting, with the option for the Mayor and/or City Manager to call for a special meeting on an alternate date if time-sensitive business arises.

Recommended Action: Approve the cancellation of the July 6, 2022, Regular City Council Meeting, with the option for the Mayor and/or City Manager to call for a special meeting on an alternate date if time sensitive business arises.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Receive Updates on City Council Committee and Ad Hoc Assignments, and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad Hoc(s).

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Mayor Brown and Various Councilmembers

ATTACHMENTS:

1. 2022 City Council Special Assignments

Summary: City Council members will provide reports and updates on their committee and ad hoc assignments. If necessary, the Council may consider modifications.

Background: City Council members are assigned to a number of committees and ad hoc activities. These assignments are included as Attachment 1.

Discussion: Previously, the City Council discussed having more time allocated to reporting on committee and ad hoc activities. Often, the Council Reports section of the regular agenda is rushed due to impending business (i.e., public hearings), and not enough time is afforded for reports beyond community activities.

In an effort to foster regular updates on committee and ad hoc assignments, this item is being placed on the agenda to provide the City Council members an expanded opportunity to report on assignments and modify assignments as necessary.

Recommended Action: Receive report(s). The Council will consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).

BUDGET AMENDMENT REQUIRED: No

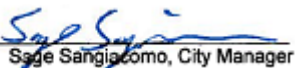
CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager

2022 CITY COUNCIL SPECIAL ASSIGNMENTS

COUNTY/REGIONAL OnGoing One + Alternate	MTG DATE/TIME	MEETING LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Disaster Council	Shall meet a minimum of once a year at a time and place designated upon call of the chair	Place designated upon call of the chair or, if she/he is unavailable or unable to call such meeting, the first vice chair and then the City Manager or her/his designee.	Office of Emergency Management 300 Seminary Ave. Ukiah, CA 95482 467-5765 - Tami Bartolomei	Develop any necessary emergency and mutual aid plans, agreements, ordinances, resolutions, rules, and regulations.	Orozco Duenas- Alternate	Tami Bartolomei, Office of Emergency Management Coordinator; 467-5765 tbartolomei@cityofukiah.com
Greater Ukiah Business & Tourism Alliance	3rd Tuesday of month, 11:30 a.m.	200 S School St. Ukiah, CA 95482	200 S School St. Ukiah, CA 95482	Promotes tourism and works to strengthen and promote the historic downtown and businesses within the greater Ukiah area	Duenas Rodin - Alternate	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com
Mendocino Council of Governments (MCOG)	1st Monday of month, 1:30 p.m.	Board of Supervisors Chambers 501 Low Gap Road Ukiah, CA	Executive Director 367 N. State Street, Ste. 206 Ukiah, CA 95482 463-1859	Plan and allocate State funding, transportation, infrastructure and project County wide	Brown Rodin- Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Mendocino County Inland Water and Power Commission (IWPC)	2nd Thursday of month, 6:00 p.m.	Civic Center 300 Seminary Avenue conference room 5	IWPC Staff P.O. Box 1247 Ukiah, CA 95482 391-7574 - Candace Horsley	Develops coordination for water resources and current water rights: Potter Valley project - Eel River Diversion	Orozco Brown- Alternate	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com
Mendocino Solid Waste Management Authority (MSWMA)	3rd Thursday of every other month (varies), 10:00 a.m.	Willits Council Chambers	Solid Waste Director 3200 Taylor Drive Ukiah, CA 95482 468-9710	County-wide Solid Waste JPA	Brown Duenas- Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Mendocino Transit Authority (MTA) Board of Directors	Last Wednesday of month, 1:30 p.m.	Alternating locations - Ukiah Conference Center or Fort Bragg, or Point Arena	Executive Director 241 Plant Road Ukiah, CA 95482 462-1422	County-wide bus transportation issues and funding	Duenas Orozco Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
North Coast Opportunities (NCO)	4th Wednesday of month, 2 p.m.	Alternating locations - Ukiah and Lakeport	Ross Walker, Governing Board Chair North Coast Opportunities 413 North State Street Ukiah, CA 95482	Assist low income and disadvantaged people to become self reliant	Bartolomei (appointed 12/19/18)	Tami Bartolomei, Community Services Administrator; 467-5765 tbartolomei@cityofukiah.com
North Coast Rail Authority (NCRA)	2nd Wednesday of month, 10:30 a.m.	Various Locations - announced	419 Talmage Road, Suite M Ukiah, CA 95482 463-3280	Provides a unified and revitalized rail infrastructure meeting the freight and passenger needs of the region	Shannon Riley, Deputy City Manager	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com
Russian River Watershed Association (RRWA)	4th Thursday of month, 9:00 a.m. (only 5 times a year)	Windsor Town Hall	Russian River Watershed Association Attn: Daria Isupov 425 South Main St., Sebastopol, CA 95472 508-3670	Consider issues related to Russian river - plans projects and funding requests	Rodin Brown- Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Ukiah Valley Basin Groundwater Sustainability Agency (GSA)	2nd Thursday of month, 1:30 p.m.	Board of Supervisors Chambers; 501 Low Gap Road Ukiah, CA	County Executive Office Nicole French 501 Low Gap Rd., Rm. 1010 Ukiah, CA 95482 463-4441	GSA serves as the Groundwater Sustainability Agency in the Ukiah Valley basin	Crane Duenas- Alternate	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com
COUNTY/REGIONAL One + Staff Alternate	MTG DATE/TIME	MEETING LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Economic Development & Financing Corporation (EDFC)	2nd Thursday of month, 2:00 p.m.	Primarily 631 S. Orchard Street (location varies)	Executive Director 631 South Orchard Avenue Ukiah, CA 95482 467-5953	Multi-agency co-op for economic development and business loan program	Riley (appointed 12/19/18)	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com
Sun House Guild ex officio	2nd Tuesday of month, 4:30 p.m.	Sun House 431 S. Main St. Ukiah, CA	431 S. Main Street Ukiah, CA 95482 467-2836	Support and expand Grace Hudson Museum	Orozco Davis- Alternate Neil	David Burton, Museum Director; 467-2836 dburton@cityofukiah.com
Continued - COUNTY/REGIONAL One + Staff Alternate	MTG DATE/TIME	MEETING LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Mendocino Youth Project JPA Board of Directors	3rd Wednesday of month, 7:45 a.m.	776 S. State Street Conference Room	Mendocino Co. Youth Project 776 S. State Street, Ste. 107 Ukiah, CA 95482 707-463-4915	Targets all youth with a focus on drug and alcohol prevention, healthy alternatives and empowering youth to make healthy choices	Cedric Crook, Patrol Lieutenant	Cedric Crook, Patrol Lieutenant Nob; 463-6771; ccrook@cityofukiah.com
Northern California Power Agency (NCPA) - Commission	4th Thursday of month, 9:00 a.m. (see NCPA calendar)	Roseville, CA and other locations	651 Commerce Drive Roseville, CA 95678 916-781-4202	Pool of State and local power utilities developing and operating power generation, providing scheduling and related energy services and providing regulatory and legislative support.	Crane - Commissioner Sauers - Alternate and Commissioner in absence of Commissioner Crane	Cindi Sauers - Electric Utility Director; 463-6286 csauers@cityofukiah.com
Northern California Power Agency (NCPA) – Lodi Energy Center (LEC) Appointment	2nd Monday of month, 10:00 AM	Lodi, CA and other locations	651 Commerce Drive Roseville, CA 95678 916-781-4299	Committee oversees the operation, maintenance and expenditures of the LEC 300 MW generating project.	Sauers – Project Participate Appointee	Cindy Sauers, Electric Utility Director, 463-6286, csauers@cityofukiah.com
Transmission Agency of Northern California (TANC)	4th Wednesday of month, 10 a.m.	35 Iron Point Circle Suite 225 Folsom, CA	35 Iron Point Cir #225 Folsom, CA 95630 916-852-1673; info@tanc.us	Provide electric transmission to its Member utilities through transmission line ownership or contract arrangements.	Crane Sauers - Alternate	Cindi Sauers - Electric Utility Director; 463-6286 csauers@cityofukiah.com

2022 CITY COUNCIL SPECIAL ASSIGNMENTS

LOCAL/COUNTY/REGIONAL/LIASENS OnGoing One or Two Council and/or Staff	MTG DATE/TIME	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
League of California Cities Redwood Empire Legislative Committee	Prior to Division Meetings, meets 3x in person and then via conference call	Various locations that are announced	Redwood Empire League President; Public Affairs Program Manager (916) 658-8243	Elected city officials and professional city staff attend division meetings throughout the year to share what they are doing and advocate for their interests in Sacramento	Rodin Orozco-Alternate	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
City Selection Committee	Called as required by the Clerk of the Board	BOS Conference Room 501 Low Gap Rd. Rm. 1090 Ukiah, CA	C/O: BOS 501 Low Gap Rd., Rm 1090 Ukiah, CA 95482 463-4441	Makes appointments to LAFCO and Airport Land Use Commission	Mayor	Kristine Lawler , City Clerk; 463-6217 klawler@cityofukiah.com
Investment Oversight Committee	Varies	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Reviews City investments, policies, and strategies	Crane Orozco, Alternate Alan Carter , Treasurer	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Library Advisory Board	3rd Wednesdays of alternate months; 1:00 p.m.	Various Mendocino County Libraries	Ukiah County Library 463-4491	Review library policy and activities	Supervisor Mulheren	Kristine Lawler , City Clerk; 463-6217; klawler@cityofukiah.com
Ukiah Players Theater Board of Directors	3rd Tuesday of month, 6:00 p.m	1041 Low Gap Rd Ukiah, CA 95482 462-1210	1041 Low Gap Rd Ukiah, CA 95482 462-1210	To oversee the activities, organization and purpose of the Ukiah Players Theater	Greg Owen , Airport Manager (appointed 12/19/18)	Kristine Lawler , City Clerk; 463-6217 klawler@cityofukiah.com
Ukiah Unified School District (UUSD) Committee	Quarterly	511 S. Orchard, Ste. D Ukiah, CA 95482	511 S. Orchard Ukiah, CA 95482	Information exchange with UUSD Board Chair, Mayor, Superintendent, and City Manager	Mayor, City Manager and Police Chief	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
Russian River Flood Control District (RRFCD) Liaison	1st Monday of month, 5:30 p.m.	151 Laws Ave., Suite D Ukiah, CA	151 Laws Ave., Ukiah, CA 95482; rrfc@pacific.net; 462-5278	Proactively manage the water resources of the upper Russian River for the benefit of the people and environment of Mendocino County	White/Orozco	Sean White , Director of Water Resources; 463-5712 swwhite@cityofukiah.com
Mendocino County Local Area Formation Commission (LAFCO)	1st Monday of month, 9:00 a.m.	Board of Supervisors Chambers	Executive Director 200 S. School Street, Ste. 2 Ukiah, CA 95482 463-4470	Required by legislation - planning spheres of influence, annexation, service areas, and special districts	Rodin/Crane	Craig Schlatter , Director of Community Development; 463-6219; cschlatter@cityofukiah.com
Mendocino County Airport Land Use Commission	As needed	BOS Conference Room 501 Low Gap Rd., Rm. 1090, Ukiah, CA	Mendocino County Executive Office 501 Low Gap Rd. Rm. 1010 Ukiah, CA 95482	To formulate a land use compatibility plan, provide for the orderly growth of the airport and the surrounding area, and safeguard the general welfare of the inhabitants within the vicinity	Owen/Schlatter	Greg Owen , Airport Manager; 467-2855; gowen@cityofukiah.com Craig Schlatter , Director of Community Development; 463-6219; cschlatter@cityofukiah.com
Mendocino County 1st District Liaison	Monthly; TBD	Civic Center Annex conference room #5 411 West Clay St. Ukiah, CA 95482	Civic Center 300 Seminary Ave. Ukiah, CA 95482	To coordinate activities and policy development with the City's 1st District Supervisor	Brown Crane- Alternate	Sage Sangiacomo , City Manager; 463-6221; ssangiacomo@cityofukiah.com
Mendocino County 2nd District Liaison	1st Wednesdays of month, 8:00 a.m.	Civic Center Annex conference room #5 411 West Clay St. Ukiah, CA 95482	Civic Center 300 Seminary Ave. Ukiah, CA 95482	To coordinate activities and policy development with the County's 2nd District Supervisor	Brown	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
LOCAL/COUNTY/REGIONAL/LIASENS OnGoing One or Two Council and/or Staff	MTG DATE/TIME	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Fire Executive Committee	2nd Wednesdays of month, 3:45 p.m.	Ukiah Valley Conference Center, 200 S. School Street Ukiah, CA	Stephanie Abba Civic Center 300 Seminary Ave. Ukiah, CA 95482 sabba@cityofukiah.com	Per the recently adopted agreement between the City of Ukiah and the Ukiah Valley Fire Protection District	Orozco/Brown	Doug Hutchison , Fire Chief; 463-6263; dhutchison@cityofukiah.com
STANDING COMMITTEES	MTG DATE/TIME	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Equity and Diversity	TBD	Virtual Meeting Room (link to be created)	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Improve diversity and equity in the City's workforce and municipal services	Orozco/Duenas	Traci Boyl , City Manager's Office Management Analyst; 467-5720 tboy@cityofukiah.com

2022 AD HOC COMMITTEES		
COMMITTEE	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Electric Grid Operational Improvements	Crane/Orozco	Cindy Sauers, Electric Utility Director; 463-629586 csauers@cityofukiah.com
Trench Cut Policy Development	Crane/Brown	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Budget Development Best Practices and Financial Policy For FY 22/23 Budget	Crane/Brown	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sheri Mannion, Human Resource Director/Risk Manager; 463-6272, smannion@cityofukiah.com
Advance Planning & Policy for Sphere of Influence (SOI), Municipal Service Review (MSR), Annexation, Tax Sharing, Detachment, and Out of Area Service Agreements	Crane/Rodin	Sage Sangiacomo, City Manager 463-6221 ssangiacomo@cityofukiah.com Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Cindy Sauers, Electric Utility Director; 463-629586 csauers@cityofukiah.com Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com
2021 Electric Rate Study	Crane/Duenas	Cindy Sauers, Electric Utility Director; 463-6286 csauers@cityofukiah.com
Housing Policy	Rodin/Orozco	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
UVSD/ City Relations <i>Ad hoc committee to address specific issues with the Ukiah Valley Sanitation District, including discussion of overall sewer system service delivery policies, operating policy revisions, potential revisions to the current Operating Agreement, and cost sharing</i>	Crane/Brown	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sean White, Water Resources Director 463-5712 swhite@cityofukiah.com
Upper Russian River Water Agency/City Relations	Crane/Brown	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com
Orr Street Bridge Corridor	Rodin/Duenas	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Complete Streets	Rodin/Crane	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com Neil Davis, Community Services Director 467-5764 ndavis@cityofukiah.com
Cannabis Ordinance Modifications	Rodin/Duenas	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
Special Districts	Brown/Crane	Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com
Public Financing	Rodin/Orozco	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Corp Yard	Crane/Brown	Jason Benson, Senior Civil Engineer 463-6284 jbenenson@cityofukiah.com