



City Council Regular Meeting

AGENDA

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

April 18, 2018 - 6:00 PM

1 ROLL CALL

2 PLEDGE OF ALLEGIANCE

3 PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

- 3.a. [Introduction of New Employee – Michelle Irace, Planning Manager – Community Development](#)

Recommended Action: The City Council will welcome new team member Michelle Irace to the City of Ukiah.

[None](#)

- 3.b. [Proclamation of the Ukiah City Council Recognizing April 28, 2018, as Workers' Memorial Day.](#)

Recommended Action: Issue a proclamation of the Ukiah City Council Recognizing April 28th as Workers' Memorial Day.

[Attachment 1 - Proclamation](#)

[Attachment 2 - Poster of Event](#)

- 3.c. [Proclamation: Lesbian, Gay, Bisexual, and Transgender \(LGBT\) Pride Week in the City of Ukiah.](#)

Recommended Action: Issue a proclamation of the Ukiah City Council recognizing Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week in the City of Ukiah.

[Attachment 1 - Proclamation](#)

[Attachment 2 - Poster](#)

- 3.d. [Presentation from the Library Advisory Board/Ukiah Valley Friends of the Library.](#)

Recommended Action: Receive report from the Library Advisory Board/Ukiah Valley Friends of the Library.

[None](#)

- 3.e. [Proclamation of the Ukiah City Council in recognition of National Arbor Day.](#)

Recommended Action: Council to issue a Proclamation in recognition of National Arbor Day.

[Attachment 1 - Arbor Day Proclamation](#)

- 3.f. [Status Report, Discussion and Possible Action Regarding the Ukiah Valley Sanitation District's Litigation Against the City of Ukiah Related to the Operation of the Sanitary Sewer System.](#)

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

[Attachment 1 - UVSD Litigation Update Box Files location](#)

- 3.g. [Annual Police Department Strategic Plan Presentation and Discussion.](#)

Recommended Action: Receive report and provide direction.

[Attachment 1 - 2017 Performance Report](#)

4 PETITIONS AND COMMUNICATIONS

5 APPROVAL OF MINUTES

- 5.a. [Approval of the April 4, 2018, Regular Meeting Minutes](#)

Recommended Action: Approve the Minutes of April 4, 2018, a Regular Meeting, as submitted.

[Attachment 1 - April 4, 2018 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 March 2018.](#)

Recommended Action: Approve the Report of Disbursements for the month of March 2018.

[Attachment 1 - March 2018 Summary of Disbursements](#)

[Attachment 2 - Account Codes for reference](#)

[Attachment 3 - Object Codes for reference](#)

[Attachment 4 - March 2018 Disbursement Detail](#)

- 7.b. [Approve the Repair and Rebuild of the Wastewater Treatment Plant's Floway 16DKH Vertical Turbine Pump from Weir Floway, Inc. in the Amount of \\$24,777.57 and approve the corresponding budget amendment.](#)

Recommended Action: Approve the repair and rebuild of the Wastewater Treatment Plant's Floway 16DKH vertical turbine pump from Weir Floway, Inc. in the amount of \$24,777.57 and approve the corresponding budget amendment.

- 7.c. Award Purchase of a New 2018 Elgin Broom Badger Street Sweeper with Dual Side Brooms from Owen Equipment in the Amount of \$194,000 Plus Tax.
Recommended Action: Award the purchase of a new 2018 Elgin Broom Badger Street Sweeper with Dual Side Brooms from Owen Equipment in the Amount of \$194,000 plus tax.
Attachment 1 - ELGIN Street Sweeper Justification
Attachment 2 - BADGER Proposal April 10 2018
- 7.d. Notification of Purchase for a Replacement Heating, Ventilation and Air-Conditioning System (HVAC) for the Ukiah Valley Conference Center from Intercounty Mechanical & Electrical in the Amount of \$28,640.
Recommended Action: Receive notification of purchase for a replacement heating, ventilation and air-conditioning system (HVAC) for the Ukiah Valley Conference Center from Intercounty Mechanical & Electrical in the amount of \$28,640.
Attachment 1 - Purchase Order
- 7.e. Notification of Purchase for new Heating, Ventilation and Air-Conditioning Systems (HVAC) for the Civic Center Annex Offices and I.T. Server Room in the Amount of \$29,760
Recommended Action: Receive notification of purchase for new heating, ventilation and air-conditioning systems (HVAC) for the Civic Center Annex Offices and I.T. Server Room in the Amount of \$29,760
Attachment 1 - Purchase Order
- 7.f. Authorize the City Manager to Negotiate and Execute an Agreement for Compliance and Reporting Services to Cooper Compliance Corporation for the Electric Utility Department. (EUD)
Recommended Action: Authorize the City Manager to Negotiate and Execute an Agreement for Compliance and Reporting Services to Cooper Compliance Corporation on an as needed basis for the Electric Utility Department. (EUD)
Attachment 1 - Cooper Compliance Scope of Work
- 7.g. Award Professional Services Agreement in the Amount of \$23,341 To TJKM Transportation Consultants to Complete a Traffic Analysis for Realignment of Talmage Road and Approve Budget Amendment.
Recommended Action: Award professional services agreement in the amount of \$23,341 to TJKM Transportation Consultants to complete a traffic analysis for realignment of Talmage Road and approve budget amendment.
Attachment #1 RFP-Talmage Road Realignment
Attachment #2 Proposal Traffic Analysis for Realignment of Talmage Road
Attachment #3 Fee Estimate Traffic Analysis for Realignment of Talmage Road
- 7.h. Adoption of Resolution Identifying the 2018-19 Project Funded by SB 1: The Road Repair and Accountability Act; North State Street from 240 feet north of Low Gap Road to the Northern City Limits.
Recommended Action: Adopt resolution identifying the 2018-19 Project Funded by SB 1: The Road Repair and Accountability Act and approval of corresponding budget amendment.

[Attachment #1 Ukiah SB-1-2018-2019 Project-List-Resolution](#)

[Attachment #2 League of California Cities RMRA information](#)

- 7.i. [City Council to consider approving one Landmark Tree nomination, a Giant Sequoia located at Observatory Park for Landmark Tree Status.](#)

Recommended Action: Staff and the Tree Advisory Group are recommending City Council approve adopting one Landmark Tree nomination, a Giant Sequoia located at Observatory Park for Landmark Tree Status.

[Attachment 1 - Landmark Tree Nomination](#)

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. [Discussion and Possible Adoption of an Initial Environmental Study and Negative Declaration; and Consideration of Introduction of a Residential Density Calculation Ordinance by Title Only Amending Various Sections of Chapter 2, Division 9 of the Ukiah City Code to Set Forth in Greater Detail the Procedure for Calculating Residential Density.](#)
Recommended Action: Discuss and consider adoption of the Initial Environmental Study and Negative Declaration; and introduce a residential density calculation ordinance by title only amending various sections of Chapter 2, Division 9 of the Ukiah City Code to set forth in greater detail the procedure for calculating residential density.

[Attachment 1- Ukiah Housing Strategy Overview](#)

[Attachment 2- Res. Dens Calc Draft Ordinance](#)

[Attachment 3- IS-ND Res Density Calc Ord](#)

[Attachment 4- Res Density Calculations Table](#)

12 UNFINISHED BUSINESS

- 12.a. [Discussion and Possible Introduction by Title Only of the Proposed Adult Use Cannabis Retail Ordinance.](#)

Recommended Action: Staff asks that the City Council discuss and consider introduction by title only of the proposed Adult Use Cannabis Retail Ordinance.

[Attachment 1 Adult-Use Cannabis Retailer Ordinance Clean](#)

[Attachment 2 Adult-Use Cannabis Retailer Ordinance Redline](#)

- 12.b. [Approval of Amendment No. 4 to the Contract with Carollo Engineers for Design Revisions to the Chlorine Contact Basin Expansion and Recycled Water Project in the Amount of](#)

\$193,609.

Recommended Action: Approval of Amendment No. 4 to the Contract with Carollo Engineers for Design Revisions to the Chlorine Contact Basin Expansion and Recycled Water Project in the Amount of \$193,609.

Attachment 1 - Scope of Work

13 NEW BUSINESS

- 13.a. Award Professional Services Agreement in the Amount of \$54,930 to Omni-Means, Ltd., a GHD Company to Complete a Traffic Analysis of Ukiah Schools and Surrounding Area and Approve Corresponding Budget Amendment.

Recommended Action: Award professional services agreement in the amount of \$54,930 to Omni-Means, Ltd., a GHD Company to complete a Traffic Analysis of Ukiah Schools and Surrounding Area and approve corresponding budget amendment.

Attachment #1 RFP - Traffic Analysis - Ukiah Schools and Surrounding Area

Attachment #2 Proposal Traffic Analysis - Ukiah Schools & Surrounding Area

Attachment #3 Fee Estimate Traffic Analysis - Ukiah Schools & Surrounding Area

- 13.b. Receive Updates on City Council Committee and Ad Hoc Assignments.

Recommended Action: Receive report(s).

Attachment 1 - 2018 City Council Special Assignments & Ad Hocs

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

- 14.a. 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

Recommended Action: Confer in Closed Session

None

- 14.b. Conference with Legal Counsel – Existing Litigation
(Government Code Section 54956.9(d)(1))

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

Recommended Action: Confer in Closed Session

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



AGENDA SUMMARY REPORT

SUBJECT: Introduction of New Employee – Michelle Irace, Planning Manager – Community Development

DEPARTMENT: Community Development

PREPARED BY: Craig Schlatter

ATTACHMENTS:

None

Summary: The Community Development Department is pleased to introduce the new Planning Manager, Michelle Irace, to the Community Development Department.

Background: The City of Ukiah's Community Development Department is pleased to introduce Michelle Irace, who has been hired as the Planning Manager. Michelle is a Ukiah native who graduated from Sonoma State University with a Bachelor's Degree in Environmental Studies and Planning. Over the last several years she has reviewed and managed a variety of current and long range planning projects in both the private and public sectors, and has gained extensive CEQA experience. She most recently comes to the City from the County of Lake Community Development Department where she assisted with cannabis policy development and fire rebuild efforts. Prior to that, she worked for the County of San Diego, where she managed the CEQA process for complex housing developments, general plan amendments and the Climate Action Plan.

Discussion: Michelle enjoys all outdoor activities including kayaking, hiking with her dogs, and camping. Michelle is excited to be back in Ukiah and looks forward to working within the community.

RECOMMENDED ACTION: The City Council will welcome new team member Michelle Irace to the City of Ukiah.

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: Michelle Irace, Planning Manager

Approved: _____


Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Proclamation of the Ukiah City Council Recognizing April 28, 2018, as Workers' Memorial Day.

DEPARTMENT: Clerk/Admin

PREPARED BY: Kristine Lawler

ATTACHMENTS:

[Attachment 1 - Proclamation](#)

[Attachment 2 - Poster of Event](#)

Summary: The City Council will issue a proclamation recognizing April 28, 2018, as Workers' Memorial Day.

Background: Each year, the City honors those workers who are injured or disabled by workplace injuries and occupational disease with a proclamation (Attachment 1). This year, Workers' Memorial Day in the City of Ukiah will be held on April 28, 2018.

Discussion: The public is invited to attend the gathering that will take place on April 28th, at 3:00 p.m., at the Community Foundation of Mendocino County Community Room, located at 204 South Oak Street in downtown Ukiah. See Attachment 2 for details.

RECOMMENDED ACTION: Issue a proclamation of the Ukiah City Council Recognizing April 28th as Workers' Memorial Day.

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: Terry Poplawski, Mendocino County Coalition of Union Members President

Approved: _____


Sage Sangiacomo, City Manager

PROCLAMATION

WORKERS MEMORIAL DAY IN THE CITY OF UKIAH APRIL 28, 2018

WHEREAS, every year many workers across America are injured or disabled by workplace injuries and occupational disease; and

WHEREAS, strong safety and health protections, high employment standards, and the elimination of perilous conditions should be guiding principles for each employer and employee; and

WHEREAS, the City of Ukiah strives to provide a safe work environment for its employees and has initiated many programs and procedures to reduce workplace injuries and hazardous situations; and

WHEREAS, all employers and employees are encouraged to rededicate themselves to improving safety and health in every American workplace; and

WHEREAS, acknowledgment of these factors by recognizing those who have suffered from workplace injuries is a dramatic method of educating our community about this issue.

NOW, THEREFORE, I, Kevin Doble, Mayor of the City of Ukiah, on behalf of my fellow City Councilmembers, Jim O. Brown, Stephen G. Scalmanini, Douglas F. Crane, and Maureen Mulheren, hereby proclaim April 28, 2018, as

Workers Memorial Day in the City of Ukiah

in recognition of workers killed, injured, and disabled on the job and inform all residents of the valley about the gathering at 3:00 P.M. at the Community Foundation of Mendocino County Community Room – 204 South Oak Street - on April 28th that is put on by the working men and women in Mendocino County to observe this special day.

Signed and sealed, this 18th day of April, in the year Two Thousand and Eighteen.

Kevin Doble, Mayor

Safe Jobs Save Lives

Make Your Voice Heard

***Come join us in honoring workers in and from
Mendocino County who have been killed, injured
or permanently disabled on the job.***

An Observance of Workers Memorial Day

Saturday - April 28 - 3 p.m.

***At the Community Foundation of
Mendocino County Community Room
204 South Oak Street, Downtown Ukiah***

If you know of someone who should be honored,
please contact Terry Poplawski at 462-6570

Sponsored by the North Bay Central Labor Council, AFL-CIO



AGENDA SUMMARY REPORT

SUBJECT: Proclamation: Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week in the City of Ukiah.

DEPARTMENT: Clerk/Admin

PREPARED BY: Kristine Lawler

ATTACHMENTS:

[Attachment 1 - Proclamation](#)

[Attachment 2 - Poster](#)

Summary: The City Council will issue a proclamation recognizing Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week in the City of Ukiah.

Background: Each year, the City recognizes the diversity and strength that has developed in the Lesbian, Gay, Bisexual, and Transgender (LGBT) community by issuing a proclamation (Attachment 1).

Discussion: The public is invited to attend and participate in a Pride March on April 29, 2018. Marchers will gather at 10:30 a.m. at Scott and North State Street (see Attachment 2 - Poster, for details).

RECOMMENDED ACTION: Issue a proclamation of the Ukiah City Council recognizing Lesbian, Gay, Bisexual, and Transgender (LGBT) Pride Week in the City of Ukiah.

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: Vice Mayor Maureen Mulheren

Approved: _____


Sage Sangiacomo, City Manager

PROCLAMATION
OF THE
UKIAH CITY COUNCIL
RECOGNIZING
Lesbian, Gay, Bisexual, and
Transgender (LGBT) Pride
Week, April 29 – May 5, 2018

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Ukiah City Council hereby proclaims April 29 – May 5, 2018 as:

“LGBT Pride Week in the City of Ukiah”

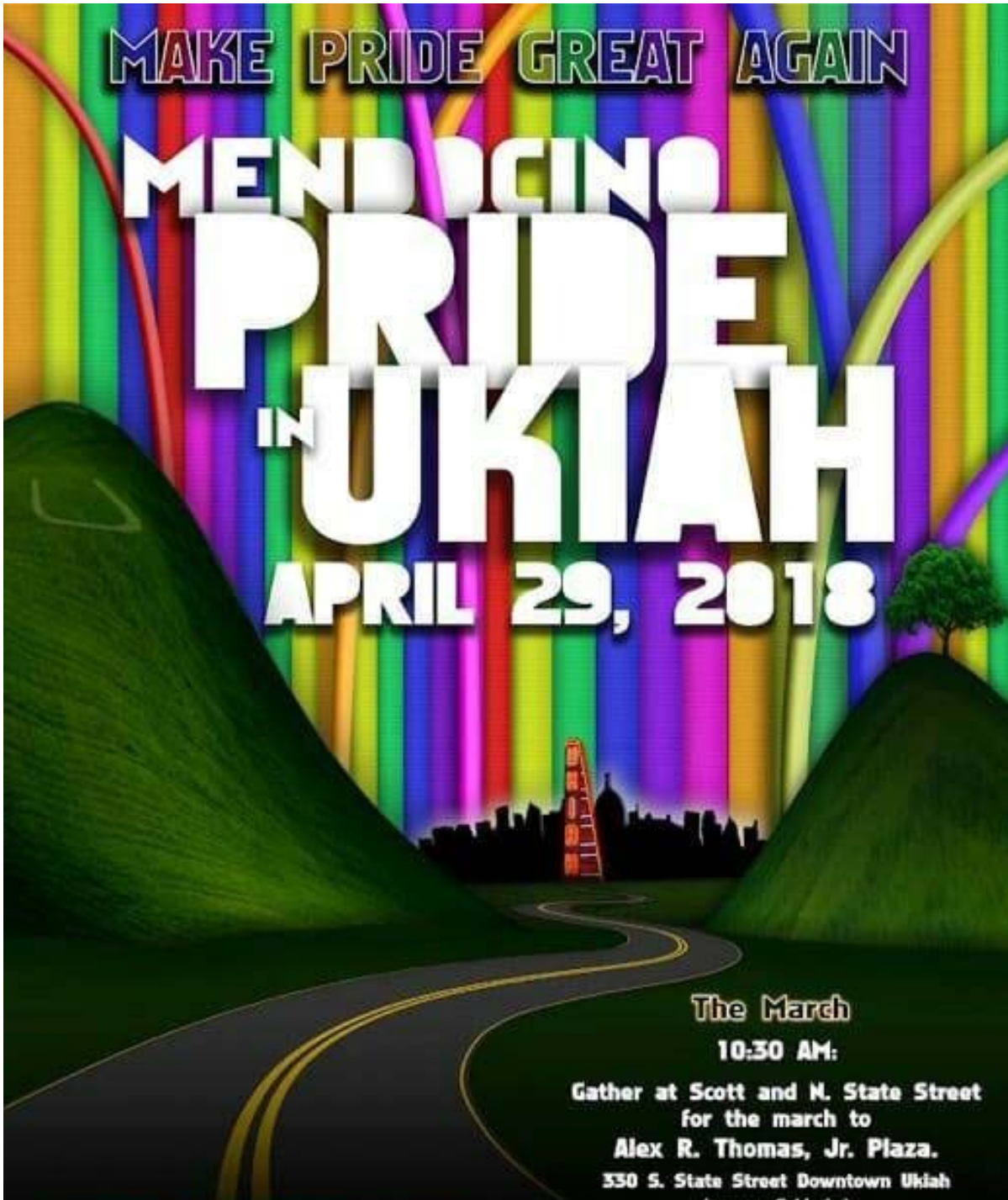
Signed and sealed, this 18th day of April in the year Two Thousand and Eighteen.

Kevin Doble, Mayor

MAKE PRIDE GREAT AGAIN

MENDOCINO PRIDE IN UKIAH

APRIL 29, 2018



The March
10:30 AM:
Gather at Scott and N. State Street
for the march to
Alex R. Thomas, Jr. Plaza.
330 S. State Street Downtown Ukiah
(approx. 6 blocks)

THE FESTIVAL AT ALEX R. THOMAS, JR. PLAZA

A CELEBRATION WITH THE LOCAL LGBTQ+ COMMUNITY



FEATURING
JEF VALENTINE
YOUR MC & HOST(ESS)

GREAT LOCAL FOOD & BEER!
GREAT FUN BY LOCAL ARTISTS, VENDORS,
SPEAKERS, BANDS, DJ's & DANCING,
AND EXCITING ACTIVITIES FOR KIDS!

Proudly
Sponsored
by 

In
coordination
with 



AGENDA SUMMARY REPORT

SUBJECT: Presentation from the Library Advisory Board/Ukiah Valley Friends of the Library.

DEPARTMENT: Clerk/Admin

PREPARED BY: Kristine Lawler

ATTACHMENTS:

None

Summary: The Library Advisory Board/Ukiah Valley Friends of the Library will give a report to the City Council to provide information on the status of the Ukiah branch of the Mendocino County Free Public Library. The Ukiah Valley Friends of the Library and the Library Advisory Board are volunteer boards that work independently of one other to support on-going library programs in Ukiah and to develop long-term planning for library operations and facilities in Mendocino County.

Background: Michele Savoy Bisson is the president of the Ukiah Valley Friends of the Library, and Lynn Zimmermann represents District 2 on the Library Advisory Board and is secretary of the Ukiah Valley Friends of the Library.

LIBRARY ADVISORY BOARD: The purpose of the Library Advisory Board is: "To act in an advisory capacity to the Board of Supervisors. The function of the LAB is to make recommendations to the County Librarian and the Board of Supervisors regarding issues of County Library operations, policy, services and programs for the County Library, consideration of proposals or requests submitted by citizens or groups pertaining to the County Library operations, review of budget programs and recommendations and all matters affecting public library service in Mendocino County. The Advisory Board seeks input from the public." (Bylaws of the Mendocino

RECOMMENDED ACTION: Receive report from the Library Advisory Board/Ukiah Valley Friends of the Library.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

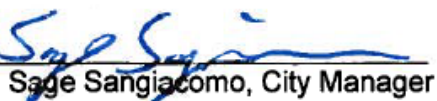
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Lynn Zimmermann, Library Advisory Board District 2 Representative, and Friends of the Ukiah Library Secretary

Approved: _____


Sage Sangiacomo, City Manager

County Library Advisory Board, adopted Resolution No.14-118 on August 7, 2015 by the Mendocino County Board of Supervisors.)

The passage of Measure A, which created a dedicated funding mechanism via an eighth of a percent of sales tax with 75% of the vote five years ago, was initiated and achieved through the efforts of LAB members. Prior to the passage of Measure A, the Ukiah Library was open only three days a week with reduced hours; there were no funds for acquisitions and the neighboring Willits branch was threatened with closure.

THE FRIENDS OF THE UKIAH VALLEY LIBRARY: The Friends of the Ukiah Valley Library board consists of nine community members. The FOL mission is: "to generate community interest and support of library services and facilities and to promote and encourage charitable gifts." In the current fiscal year, \$18,000 was allocated from FOL funds to support programs for patrons of all ages. Funds have also been allocated for a new circulation desk, new furniture for the children's room and other improvements. Funds are raised through the monthly book sales, membership dues, donations, gifts and grants.

CITY/COUNTY AGREEMENT OF 1970

In 1970 the City and the County entered into an agreement to provide the benefits of the County Free Library to the residents of the City. The title to the library building is in the name of the City and the library is leased to the County to operate and provide library services for the sum of \$1.00 per year for ninety-nine years or until such time...that City elects to withdraw from the County system.

Thus, the City and the County have a shared interest and a shared responsibility in the maintenance of the property as well as in the provision of services for its citizens. A pro rata share of property taxes and a 1/8 of 1(one) cent tax brought by passage of Measure A, provide funding.

STATUS OF THE UKIAH LIBRARY

A Vibrant Library, A High Volume of Library Use

The Ukiah Library offers a wide range of literacy programs for all ages. The dedicated librarians offer traditional library services including book and media lending and on-line resources, and in addition, literacy programs and activities that appeal to discrete age and interest groups. The data below provide an accurate account of the high value citizens place on their free public library. The data are based on real numbers to date. The population served is 34,217.

2017-18 Projected Library Use & Patronage

Programs – 537

Program Attendees – 9,810

Door Count – 134,446

Check-outs – 192,206

New Patrons – 1,325

Volunteer Hours – 3,094

DEFERRED MAINTENANCE

Deferred maintenance of the exterior and interior of the building has been an on-going concern of both the

Friends of the Ukiah Library and the Library Advisory Board. The library is considered “an anchor” building for the historic downtown area, yet has been sorely neglected over the decades.

However, in the last two weeks, a project that has been recommended for over two years, a non-weight bearing wall to partition an area of existing square footage for a teen room, has begun. We have heard that a bid to replace the carpets is being prepared (another two-year plus concern.) The exterior facia needs treatment to avoid rotting and the landscaping at the entrance of and surrounding the building is neglected.

HOMELESS POPULATION

In Dr. Robert Marbut’s report of March 2018, his research recognized the Ukiah library as a “de facto” day time shelter for 50% of the homeless population. As such, it has been necessary to hire a security guard so that parents feel comfortable bringing their children into the library.

This appears to be an additional area for the City and County to collaborate in their joint responsibilities. If there were, as Dr. Marbut suggested, a centralized location for services for the homeless, then free public spaces in the community, such as the library, would not serve as such or at the least, not be as heavily impacted.

Discussion: FORWARD THINKING AND LOOKING AHEAD

Library Advisory Board Strategic Plan

The Library Advisory Board Strategic Plan was approved in March 2018. It states: “There is an obvious and significant need to ensure that Mendocino County is planning ahead for the necessary improvement and replacement of current library facilities.” Its three goals follow.

1. Develop a capital improvement fund dedicated to the long term capital improvement of all the library facilities in Mendocino County.
2. Develop a long-term plan for the improvement and/or replacement of the Ukiah Library.
3. Develop long-range plans for all branches and future branches of the libraries in Mendocino County.

One strategy to achieve the second goal is: “Establish a committee, the Ukiah Library Improvement Working Group. The purpose of the committee will be to plan for the future of the Ukiah Library facilities. In order to promote collaboration and communication, the Ukiah Library Improvement Working Group will be composed of representatives from each of the following agencies:

- Library Advisory Board
- Friends of the Ukiah Valley Library
- Ukiah City Council
- Mendocino County Board of Supervisors

IN CONCLUSION

The Library is a widely popular free public service in the Ukiah community. Working together, we can sustain and improve a vibrant and essential community service housed within a building that is adequate, well maintained and inviting. Collaboration is the way forward: between the City and County agencies and citizen volunteers.

The content of this report was created and provided by Lynn Zimmermann.



AGENDA SUMMARY REPORT

SUBJECT: Proclamation of the Ukiah City Council in recognition of National Arbor Day.

DEPARTMENT: Community Services

PREPARED BY: Tami Bartolomei

ATTACHMENTS:

[Attachment 1 - Arbor Day Proclamation](#)

Summary: Ukiah City Council will issue a Proclamation in recognition of National Arbor Day.

Background: It has been 136 years since J. Sterling Morton founded Arbor Day. Morton not only advocated tree planting by individuals, but he also encouraged civic organizations and groups to join in. On January 4, 1872, Morton first proposed a tree-planting holiday to be called “Arbor Day” at a meeting of the State Board of Agriculture. In 1885, Arbor Day was named a legal holiday in Nebraska and April 22, Morton’s birthday, was selected as the date for its permanent observance. During the 1870s, other states passed legislation to observe Arbor Day. The most common date for observance of Arbor Day is the last Friday in April.

Mr. Morton’s idea of setting aside a special day for tree planting is now more important than ever. Trees are vital to our community. As houses, stores, schools, roads and parking lots spread and natural tree cover is lost, so is the absorbing effect of vegetation and soil. The City of Ukiah’s Tree Management Guidelines provides policy guidelines for the preservation, maintenance and enhancement of the urban forest in parks and other areas maintained by the staff and contractors of the City of Ukiah. These guidelines are based on policy from the City of Ukiah General Plan Growth Management Program adopted by the City Council on December 6, 1995 and amended June 16, 2004, and the City of Ukiah Community Forest Management Plan, adopted by the City Council on November 3, 1993.

RECOMMENDED ACTION: Council to issue a Proclamation in recognition of National Arbor Day.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: NA

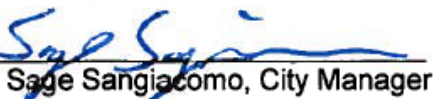
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: City of Ukiah Tree Advisory Group

Approved:


Sage Sangiacomo, City Manager

Discussion: Staff is asking City Council to issue a Proclamation (Attachment 1) recognizing Arbor Day and urging all citizens to support efforts to protect our trees and woodlands.

PROCLAMATION

APRIL 18, 2018

CELEBRATE ARBOR DAY

WHEREAS, National Arbor Day is an annual observance that celebrates trees in our lives and promotes tree planting and care; and

WHEREAS, Arbor Day was first observed in 1872 in Nebraska, about the same time that Ukiah drew up its plans to become a city; and

WHEREAS, trees provide shade, cooling, and beauty; and

WHEREAS, Ukiah would be unbearably hot during the summer months without trees; and

WHEREAS, Ukiah has a sizeable tree canopy worthy of protection and enlargement; and

WHEREAS, the City of Ukiah’s Tree Advisory Group is a volunteer organization dedicated to the enhancement of the urban forest in Ukiah; and

WHEREAS, the City of Ukiah’s Tree Advisory Group developed the Landmark Tree Program to identify remarkable tree within the City of Ukiah; and

WHEREAS, the City of Ukiah provides policy guidelines for the preservations, maintenance and enhancement of the urban forest in parks and other areas maintained by the staff and contractors of the City of Ukiah; and

THEREFORE, I, Kevin Doble, Mayor of the City of Ukiah, do hereby proclaim April 27, 2018, as Arbor Day. In the City of Ukiah, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Signed and sealed, this 18th day of April, in the year Two Thousand and Eighteen.

Kevin Doble, Mayor



AGENDA SUMMARY REPORT

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

DEPARTMENT: Administration

PREPARED BY: Sage Sangiacomo

ATTACHMENTS:

[Attachment 1 - UVSD Litigation Update Box Files location](#)

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

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

Background: Chronological History of Recent Correspondence and Activity:

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

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

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

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

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

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

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

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

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

considered by the City Council.

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

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

On November 2nd and 4th, the City Council considered the District's confidentiality condition on the ad hoc discussions and approved a letter (UVSD Litigation Update Box File #11) that confirmed agreement to the condition if the District Board would agree to either stay further proceedings in the lawsuit or dismiss the lawsuit without prejudice. The City's proposal, if accepted, would halt the costly litigation fees currently being incurred by both agencies, but would not preclude the District from terminating the stay or refiling the lawsuit if the District wasn't satisfied with the discussions/negotiations. The District issued a response to the City's proposal on November 8, 2016 (UVSD Litigation Update Box File #12) that continues to impose a confidentiality condition on the joint ad hoc meetings. The District further stated "the lawsuit needs to otherwise remain in motion" except to provide a limitation on any discovery requests for a period of 4 weeks.

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

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

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

Additional correspondence between the City and District had also been exchanged related to the recycled water project (UVSD Litigation Update Box File #16 & #17). Despite continued attempts to engage and provide the

District with information, the District had yet to conclude that the recycled water project is the superior alternative of disposing treated wastewater. In an effort to bring this item to a conclusion, the City Manager proposed in a December 1st correspondence to the District Manager a joint meeting between the City Council and the District Board to discuss and resolve any remaining questions/issues related to the project. As of the publication of the report for the December 7th City Council meeting, the District had not responded.

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

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

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

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

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

Development of the City's wastewater operating budget is a joint process between the City and the Ukiah Valley Sanitation District (UVSD). The process had been delayed significantly despite efforts by the City to move it forward expeditiously. In the interim, the City had been operating its wastewater enterprise on a continuing resolution, carrying forward the adopted appropriations from Fiscal Year 2015-16. At its meeting of December 7, 2016, the City Council determined that continuing to do so impeded its ability to effectively, efficiently, and responsibly provide wastewater services to the citizens of Ukiah and the UVSD and voted to move the budget process forward with its consideration and potential adoption at its regularly scheduled meeting on January 18, 2017. The City notified UVSD of its intentions and again called on it to schedule a meeting with the City Council

to complete the budget review process. As of the January 18th City Council meeting, the UVSD continued to be unresponsive to the requests to meet. As such, the City Council unilaterally considered and approved the FY 16-17 Wastewater Budget (UVSD Litigation Update Box File #20).

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

At the February 15, 2017, City Council meeting, the City Attorney reported that a date (May 11th) had been finalized for the first session of mediation. In addition, the City had accepted the District's conditions that the mediation be subject to a confidentiality agreement in addition to the Evidence Code mediation privilege and to conduct the mediation in Santa Rosa using a mediator from the Judicial Arbitration and Mediation Service (JAMS). The City Manager also reported the District had not responded to the City's continued requests for a joint meeting on the Fiscal Year 16/17 budget or the recycled water project.

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

At the March 15, 2017, City Council meeting, the City Manager reported the District continues to remain non-responsive to the City's requests for a joint meeting on the Fiscal Year 16/17 budget and recycled water project. The City Manager also reported that District Manager McMichael had responded to the City's request for a staff meeting to prepare the bid package to rebid the installation of the barscreen at the Wastewater Treatment Plant as previously directed by the City Council and District Board. The barscreen meeting took place on the morning of March 15th.

At the April 5, 2017, City Council meeting, the City Manager reported that the District continues to remain non-responsive to the City's requests for a joint meeting on the Fiscal Year 16/17 budget and recycled water project. At the District's March 16, 2017 Board meeting, the City Manager reiterated the City's request for the joint meeting during public comment on non-agenda items. In addition, the City continues to be available and responsive to budget and billing inquiries from Mr. Dickerson and public information requests from the District's legal counsel, although none have been received in the past two weeks.

At the April 19, 2017, City Council meeting, the City Manager reported that the District continues to remain non-responsive to the City's requests for a joint meeting on the Fiscal Year 16/17 budget and recycled water project. In addition, the City has provided the District with a timeline for the City's proposed FY 17-18 Budget process and has sought input on how/when the District would prefer to coordinate the development and joint review of next year's FY 17-18 wastewater budget (UVSD Litigation Update Box File #21).

At the May 3, 2017, City Council meeting, the City Manager reported that the UVSD continues to be non-responsive to the City's ongoing requests for a joint meeting on the FY 16-17 Budget and recycled water project. In addition, the District has been non-responsive to the City's request to engage in the development and joint review of the FY 17-18 wastewater budget. Furthermore, it was reported that the District was unwilling to provide details related to the maintenance of customer billing accounts as demonstrated by the District's refusal to share refund calculations and methodology related to a sizable refund reportedly authorized by the District at their January 19, 2017, board meeting. Given the District's uncooperative approach regarding account information through customary administrative communication, the City was forced to seek the information through a Public Records Act (PRA) request. Since the May 3rd meeting, the District has provided a response to the PRA request which is currently being reviewed by City staff.

At the May 17, 2017, City Council meeting, the City Manager reported that mediation regarding the litigation resumed on May 11, 2017, and continues with the efforts remaining confidential due to the rules established for the meetings. In addition, the District remains non-responsive to the City's ongoing request for a joint meeting

on the FY 16-17 budget and recycled water project. The District also continues to be non-responsive to the City's numerous requests for engagement in the development and joint review of the FY 17-18 wastewater budget. Correspondence has been sent to the District detailing the budget development schedule and budget related items on the City Council's agenda, inclusive of the following dates:

- March 13-17: Budget Training in Munis
- March 20-31: First-round budget meetings
- March 31: Deadline for personnel requests for budget
- Friday April 7: Budget entry due. Budget will be locked to departments to allow for further processing and analysis by Finance
- April 17-28: Second-round budget meetings
- Wednesday, May 17: Budget 101 with Council
- May 19: Comment period on budget document closes
- June 7: First budget hearing and workshop with Council
- June 14: Final budget hearing with Council and adoption (tentative)

At the June 7, 2017, City Council meeting, the City Manager reported the District continues to be non-responsive to the City's request for a joint meeting regarding the current year budget, the recycled water project and the development of next fiscal year's budget. The City Attorney also reported that the mediation process is ongoing.

At the June 21, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the current year budget, the recycled water project and the development of next fiscal year's budget. In addition, Director White has sent correspondence to the District regarding the need for joint approval of the barscreen installation bid, given the \$100,000 Participation Agreement threshold for capital items. The City Council considered and approved the item at the June 21st meeting, but the District will need to approve the project if it is to proceed.

At the July 5, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the current year budget, the recycled water project and the development of next fiscal year's budget. Given the continued lack of response from the District, the City Council, at its meeting of June 21, 2017, approved the Fiscal Year 17-18 budget inclusive of the budget for wastewater. The City continues to seek cooperation from the District, but delaying approval of the budget impedes the City's ability to effectively, efficiently, and responsibly provide wastewater services to the citizens of Ukiah and the UVSD.

In addition, the District had not yet considered the barscreen installation bid which requires joint approval. Director White has sent correspondence to the District regarding the need for joint approval of the barscreen installation bid, given the \$100,000 Participation Agreement threshold for capital items. The City Council considered and approved the item at the June 21st meeting, but the District will need to approve the project if it is to proceed.

The City Manager also reported the second mediation date is scheduled for July 14, 2017.

Furthermore, UVSD Director Marshall has contacted the City requesting a tour be scheduled for the District's new interim manager. The City is responding to coordinate the request.

At the July 19, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project. In addition, a tour of the Wastewater Treatment Plant was given to the new District Manager and UVSD Board Member Marshall. Mediation meetings continue, but no public reports are available. The candidate filing period for 3 of the 5 District Board seats for the November 7th Election is open from July 17 - August 11.

At the August 2nd, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project. City representatives attended the UVSD Board Meeting on July 20, 2017, and again requested cooperation from the District.

Regarding the barscreen rebid, the City Manager reported: On June 21st, the City Council approved the award of contract to Fort Bragg Electric for the installation of a barscreen at the Wastewater Treatment Plant. The award was contingent upon the District taking corresponding action of which they were informed. Due to an extended delay and no response from the UVSD, the City requested an extension of the expiring bid from the contractor to afford the District additional time to take action. The District approved the contract at its July 20, 2017, Board Meeting and the project will proceed.

Regarding the litigation Impact, the City Manager reported: Staff completed an updated estimate of legal related expenses associated with the Ukiah Valley Sanitation District. Estimates demonstrated that the Ukiah Valley Sanitation District is closing in on \$4 million dollars of legal related expenses with over \$3.3 million directly paid to the Law Offices of Duncan James (UVSD Litigation Update Box File #22). In defense of the District's legal actions, the City has expended approximately \$814,000. On a cost per account base evaluation, this equates to \$1,225.55 per District customer account and \$207.39 per City customer account.

At the August 16, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project. However, discussions related to mediation continue. Furthermore, City representatives continue to attend the UVSD Board Meetings in an effort to seek an improved working relationship.

At the September 6, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project. With regard to mediation, representatives of the City of Ukiah and the Ukiah Valley Sanitation District continue to have meetings, but because of the confidential nature of mediations, the parties cannot reveal any further information. On the administrative front, the City Manager and Joe Tait, the new District Manager had a meeting on August 24, 2017. While the meeting was an initial meet and greet, both Mr. Tait and the City Manager expressed a desire to improve the working relationship between the two agencies. Earlier in the week, Mr. Tait also met with engineering staff to review operational processes and procedures.

During this reporting period, the City responded to the District's request for a draw on available, unencumbered District funds held by the City in the amount of \$4,544,482. Pursuant to the Participation Agreement, as amended and the Financing Agreement between the City of Ukiah and the Ukiah Valley Sanitation District, the City issued a check on August 30, 2017, per the District's final instructions received on that same day.

At the September 20, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project.

During the previous reporting period, the City responded to the District's request for a draw on available, unencumbered District funds held by the City in the amount of \$4,544,482. Pursuant to the Participation Agreement, as amended and the Financing Agreement between the City of Ukiah and the Ukiah Valley Sanitation District, the City issued a check on August 30, 2017, per the District's final instructions received on that same day.

Over the course of the two weeks leading up to the City Council meeting on September 20th, the District made a number of false claims related to their draw on District funds in an effort to justify their continued legal action

against the City. The press release that fully describes this issue is included in the Litigation Files as UVSD Litigation Update Box File #23.

Mediation continues, but the litigation activities are escalating as the March 2018 trial date nears. The high cost of litigation could be avoided if the District were to agree to focus on mediation efforts and put a hold on the trial.

The City's Director of Finance gave an updated presentation on the impacts of the District's litigation (UVSD Litigation Update Box File #24).

The City Council had previously requested the District put a hold on litigation activities over a year ago and the District opposed the request. The City Council issued a new request on September 21, 2017 (UVSD Litigation Update Box File #25) in hopes the parties could agree to focus efforts on resolution and stay the litigation activities in an effort to avoid the high costs a trial.

At the October 4, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project. As of mid September 2017, the Ukiah Valley Sanitation District had spent nearly \$4,126,971 in legal fees, with \$3,426,487 paid directly to the Law Offices of Duncan James. Litigation activities were reported to be escalating as a trial date nears. The mounting legal expenses could be avoided if the District were to agree to focus on mediation efforts and put a hold on the litigation. As of that meeting, the District had not responded to the most recent request from the City Council to put the litigation on hold. In addition, the paid advertisements from the District continued through this period across multiple media platforms with a continued attempt on justifying their litigation.

At the October 18, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget, and the recycled water project. As of mid September 2017, the Ukiah Valley Sanitation District had spent nearly \$4,232,610 in legal fees, with \$3,524,988 paid directly to the Law Offices of Duncan James. On a cost-per-utility customer account evaluation, this equates to \$1,321 per District customer account.

Litigation activities continue and are quickly escalating as a trial date nears. The mounting legal expenses could be avoided if the District were to agree to focus on mediation efforts and put a hold on the litigation. The City had previously made this request and issued a new request following the conclusion of the last City Council meeting (UVSD Litigation Update Box File #25). Unfortunately, mediation efforts are significantly being displaced by the litigation. To date, the District has not responded directly to the most recent request from the City Council to put the litigation on hold and focus all efforts on mediation.

At a special meeting on October 11, 2017, the Ukiah Valley Sanitation District voted in favor of contract amendments to their contract for legal services with Law Office of Duncan James. In addition, the Board voted to change their regular meeting time to the 3rd Wednesdays of the month at 6pm which is in direct conflict with the regular City Council meetings.

The District continues to utilize a paid media consultant and paid ads in the Ukiah Daily Journal, Hometown Shopper and social media to justify the continued legal action against the City. The ads contain false, partial and manipulated information.

The City's Finance Director again reported on the impacts litigation has on the refinancing of the wastewater treatment plant bonds. A current review by Director Buffalo demonstrates that refinancing would not be feasible given the litigation in that the rates would not be advantageous due to a diminished rating. In addition, it would be difficult to secure insurance and underwriting given the risk to investors created by the District's litigation efforts.

At the November 1, 2017, City Council meeting, the City Manager again reported that the District continues to be unresponsive to the City's request for a joint meeting regarding the Fiscal Year 16-17 budget, 17-18 budget,

and the recycled water project.

The City of Ukiah continues to contend that the lawsuit is unnecessary, and is seeking cooperation with the District to settle the dispute outside of litigation. As of the end of September 2017, the Ukiah Valley Sanitation District had spent nearly \$4,232,610 in legal fees, with \$3,524,988 paid directly to the Law Offices of Duncan James. On a cost-per-utility customer account evaluation, this equates to \$1,321 per District customer account.

During this period, litigation activities continued and escalated as the trial date nears with a number of depositions completed and scheduled. Mediation efforts were significantly being displaced by the litigation. The District had not responded directly to the most recent request from the City Council to put the litigation on hold and focus all efforts on mediation (UVSD Litigation Update Box File #25).

The District continued to utilize a paid media consultant and paid ads in the Ukiah Daily Journal, Hometown Shopper and social media to justify the continued legal action against the City. The ads contained false, partial and manipulated information.

At the November 15, 2017, City Council meeting, the City Attorney reported that there was a case management conference at which the court continued the trial date from March 29th to June 22nd while the City and District continue to be engaged in on-going settlement negotiations. The court ordered a mandatory settlement conference to occur not later than January 5th, and continued the case management conference to January 8th, to report to the court on the status.

At the December 6, 2017, City Council meeting, the City staff reported on the then current cost of the litigation (UVSD Litigation Update Box File #26) and efforts to refinance the 2006 Wastewater Bonds. As of the end of November 2017, the Ukiah Valley Sanitation District had spent nearly \$4,691,748 in legal fees, with \$3,883,170 paid directly to the Law Offices of Duncan James. The City's total cost for defense was \$1,102,822. On a cost-per-utility customer account evaluation, this equates to \$1,464 per District customer account and \$281 per City customer account. Staff also reported the three newly elected UVSD Board Members officially took their seats on December 1.

At the December 20, 2017, City Council meeting, the City Attorney reported that he and the City Manager were in ongoing settlement discussions with the District's legal/staff that include a meeting on the 20th and at least another scheduled for the 21st. In addition, City staff and bond consultants delivered a presentation to the District Board on December 19th at their special meeting on efforts to refinance the 2006 Wastewater Bonds. The same presentation (UVSD Litigation Update Box File #27) was provided to the City Council at their December 20th meeting.

At the January 17, 2018, City Council meeting, the City Manager reported that there are active discussions between the City and District's ad hoc related to mediation. However, litigation activities are also ongoing with costs continuing to mount for both the City and District. It is estimated that just a single half day deposition costs ratepayers in excess of \$3000.

At the February 7, 2018, City Council meeting, Staff again reported that there are two tracks of activity that include settlement discussion and litigation. Staff reported that settlement discussions remain active with additional meeting dates planned. Unfortunately, litigation activity is also continuing on a parallel track. The City Attorney reported that the trial date has been moved from June 22 to July 20, 2018.

At the February 21, 2018, City Council meeting, Staff again reported that there are two tracks of activity that include settlement discussions and litigation. Staff reported that settlement discussions remain active and ongoing. However, litigation activity is also continuing on a parallel track.

At the March 7, 2018, City Council meeting, Staff reported that mediation activities remain active including a

planned session upcoming on March 14th. Litigation activities were also reported as continuing.

At the March 21, 2018, City Council meeting, Staff reported that mediation activities remain active and a full day meeting with a mediator had taken place on March 14th. Litigation activities were also reported as continuing.

At the April 4, 2018, City Council meeting, Staff reported that mediation efforts and activities continue. Litigation activities were also reported as continuing, with a heavy deposition schedule from the present and on into May. The Depositions are calling for staff, past employees, elected officials, and other interested parties, and are requiring travel to Santa Rosa and Petaluma, and placing encumbrances on staff time and resources.

Discussion: At the April 18, 2018, City Council meeting, Staff will provide the latest status report on the Ukiah Valley Sanitation District's litigation against the City of Ukiah related to the operation of the sanitary sewer system. The Council may elect to discuss the matter further and, if desired, provide direction to Staff and/or consider any related action(s).

As part of this agenda item, the Council does not intend to consult with legal counsel regarding the litigation itself and does not intend to waive evidentiary privileges for attorney-client communication or attorney work product.

UVSD Litigation Update Box Files located at:

<https://cityofukiah.box.com/v/UVSDlitigationUpdates>



AGENDA SUMMARY REPORT

SUBJECT: Annual Police Department Strategic Plan Presentation and Discussion.

DEPARTMENT: Police

PREPARED BY: Chris Dewey

ATTACHMENTS:

[Attachment 1 - 2017 Performance Report](#)

Summary: Annually, the Police Department presents the progress of our strategic plan goals. At this workshop, the department will present our 2017 performance review, and our 2018 work plan.

Background: To help us meet our goal of keeping Ukiah safe, we have adopted a long-term strategic plan called, Measuring What Matters Most. Our desire is to deliver quality police services, and to measure the delivery of these services through clearly defined performance measures that affect both safety and quality of life in Ukiah.

Our five goals for the effective delivery of police services are:

- Reducing Crime and the Fear of Crime
- Improving the Quality of Life in Our Neighborhoods
- Enhancing Community and Police Partnerships
- Developing Personnel
- Continued Accountability

In 2017, for our first goal, reducing crime, UPD achieved an overall 15% percent decrease in crimes within the Ukiah community. Specifically violent crime in Ukiah was reduced 9% from last year and property crimes were

RECOMMENDED ACTION: Receive report and provide direction.

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: Sage Sangiacomo, City Manager

Approved: _____


Sage Sangiacomo, City Manager

reduced by 20%. In addition, our officers continue to investigate and solve crimes at a significantly higher percentage than the state average. In 2017, 77% of reported violent crimes were solved compared to the state average of 45%, and UPD officers solved 53% of reported property crimes compared to the state average of 12%.

Our second strategic plan goal is to improve the quality of life within our neighborhoods, and during this last year we continued to dedicate a significant number of our resources to working within this area. The department continued its plan to merge the activities of our crime prevention specialist with our Special Enforcement Team to enhance our ability to reduce blight and address other quality-of-life issues within Ukiah, and the results were significant. Our special enforcement team worked to remove over 20 tons of debris from our creeks and streams, and worked on 168 individual criminal investigations associated with removing blight in our community. Our crime prevention specialist worked with 275 businesses and community members to prevent crimes from occurring, and helped 116 businesses improve their facilities through the "Crime Prevention through Environmental Design (CPTED)" evaluation process.

Transients continue to cause significant quality of life concerns within the greater Ukiah valley. To help us in this area, UPD along with the City Manager's Office, continued working with other community partners. This collaborative effort helped drive forward a Mendocino County Health and Human Services Agency study, Homelessness Needs Assessment and Action Steps for Mendocino County, which we hope will help provide a framework for our community's partners as they continue to develop solutions which will help in reducing homeless and transient impacts in our community.

UPD's patrol staff continues to respond to a high call for service workload, but this year the department experienced an overall decrease in calls for service; which we believe is associated with the Special Enforcement and Crime Prevention Team work that is occurring.

Even with the high officer workload, which reduces patrol time available for proactive policing like traffic enforcement, our staff has continued to place an emphasis on traffic safety when time allows. This year, traffic collisions have been reduced by 14% from last year.

Although violent crime has been reduced, violent crime remains a significant concern in our community. The State of California has reduced state prison populations through a program called Realignment, a program that relocates state inmates to county jails or into local communities while on probation. The Department of Corrections estimates that more than 70 percent of those in prison are involved with violent activities, and it is these criminally sophisticated prisoners who are now being released into Ukiah and other small communities around the state. The number of law enforcement arrests and enforcement actions with people on parole and probation increased this year.

To help us in our efforts to reduce the impacts of prison reductions, the Police Department partnered with Ford Street in applying for a Community Re-Entry Facility Grant. Since applying, staff has received formal communications that our application has been approved. This grant would provide up to a million dollars specifically for additional sworn officer personnel. Staff has included a request for an additional officer – to work with Ford Street and be assigned to the Special Enforcement Team – within the FY 2018-19 budget, funded by this grant.

Finally, it's very important to note that recruiting and training police officers is becoming increasingly difficult. In this last year, the City received 50 applications for employment and only 4 officers were eventually hired; about 8% of the applications. At the same time, the department lost 5 officers to retirements and lateral transfers to other organizations. At the time of this report, the department has three current vacancies, and one community service officer vacancy, and with the approval of the new Community Re-Entry Facility Grant funded officer, the department will need to hire at a minimum of four new officers and one CSO in 2018. So far in 2018, applications for police officer and CSO have continued to significantly decrease.

Discussion: During this workshop, staff will present the findings of our 2017 Performance Report (Attachment 1), and our work plan for the coming year. And, after presenting our report, staff will be seek discussion from Council about our performance in 2017, and our intended work plan for 2018.

POLICE DEPARTMENT



SAFETY
PROFESSIONALISM
COMMUNITY SERVICE

2017 Performance Report



OUR DEPARTMENT'S MISSION HAS ALWAYS REMAINED THE SAME – TO MAKE UKIAH AS SAFE AS POSSIBLE.

To achieve our mission, our department has embraced a long-term strategic plan with 5 specific goal areas. These goal areas and the measurement of our performance in reaching them is the purpose of this annual strategic plan report card.

We hope that you will enjoy this report, and that our report card will give you a picture of our department's performance during the last year. Equally important, we hope this report will give our department and the community an understanding of the work ahead of us for the coming year.

You will see within this report that our dispatchers, records personnel, community service officers and officers provided exceptional service solving violent and property crime within the Ukiah community.

I am extremely proud of the work our department's personnel provide to the Ukiah community and the partnership we have developed with the community to promote public safety and crime prevention. As part of our commitment to Ukiah, our staff operates with three organizational values in mind; principles upon which we base our policing:

SAFETY – We value human life and strive to enable our citizens to be safer and less likely victimized by crime.

PROFESSIONALISM – We value dedicated, highly trained personnel with a commitment to the standards of the law enforcement profession.

COMMUNITY SERVICE – We value the privilege to provide effective, efficient and equitable service. We respect the members of our community, the importance of a combined crime prevention alliance and the opportunity to provide a united policing effort.

OUR STRATEGIC GOALS

- Reducing crime and the fear of crime
- Improving the quality of life in our neighborhoods
- Enhancing community and police partnerships
- Developing our personnel
- Continued accountability



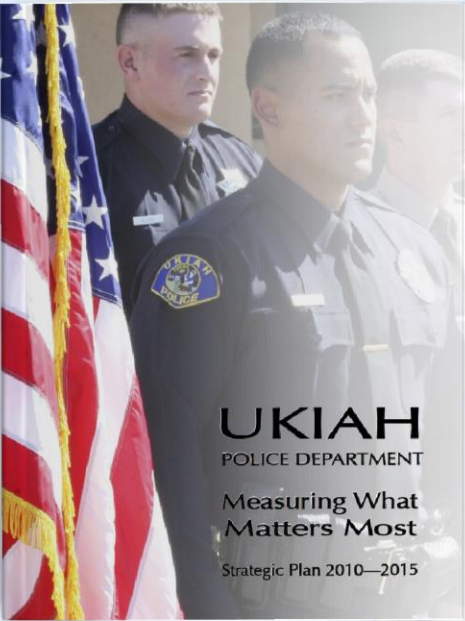
CHRIS DEWEY, Police Chief

A handwritten signature in black ink, appearing to read 'C. Dewey'.

5

STRATEGIC PLAN MILESTONES

These documents can be found at www.ukiahpolice.com



UKIAH POLICE DEPARTMENT



Strategic Review 2013-14

May 28, 2014



SAFETY
PROFESSIONALISM
COMMUNITY SERVICE

Performance Report
FISCAL YEAR 2015-2016



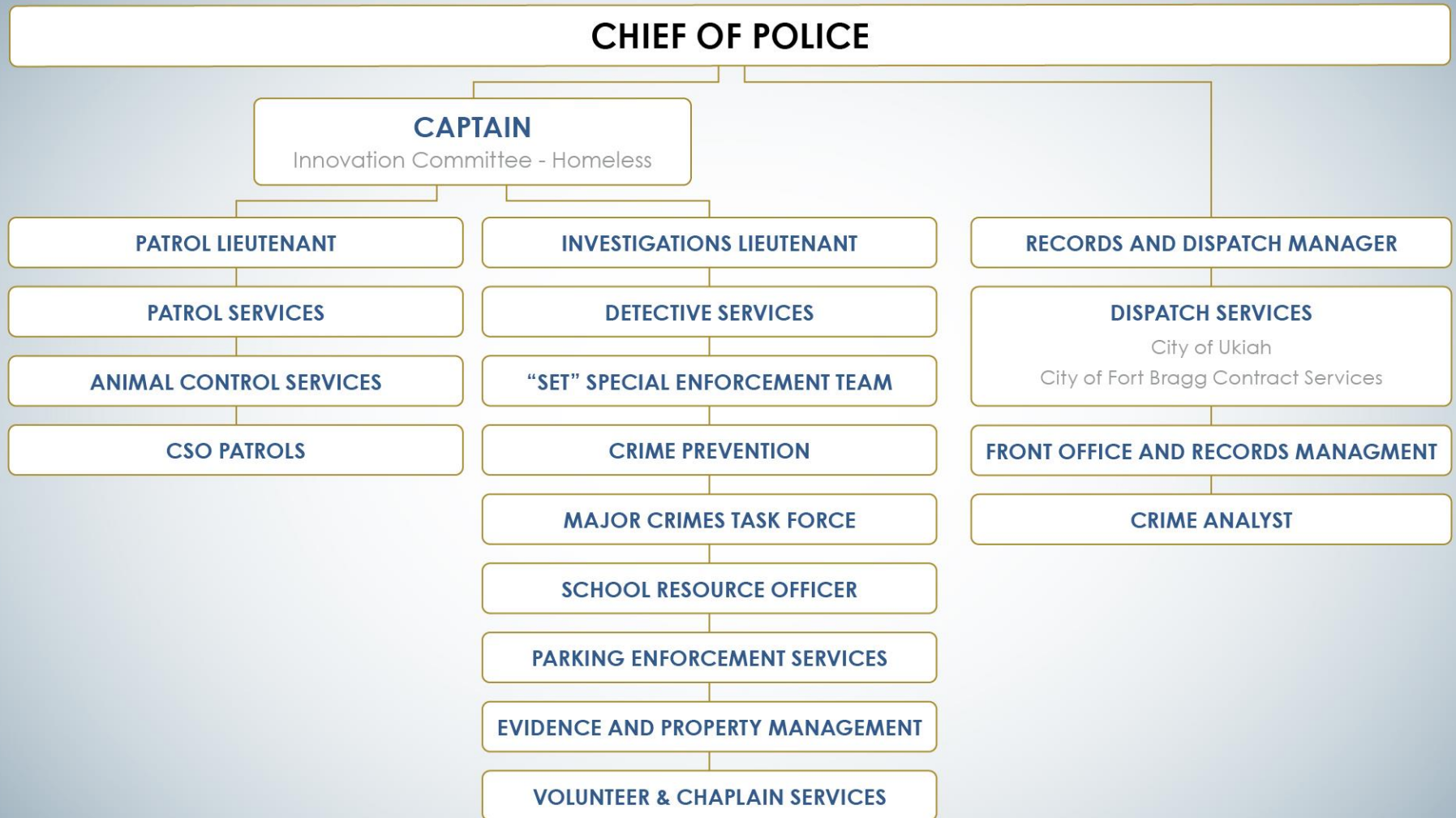
SAFETY
PROFESSIONALISM
COMMUNITY SERVICE

**2016
Performance Report**





FUNCTIONAL ORGANIZATION



City of UKIAH, CALIFORNIA

POLICE DEPARTMENT

STATISTICAL INFORMATION



DEPARTMENT STAFFING

STAFFING HISTORY-POLICE

	Start of Measure P				
	2014-15	2015-16	2016-17	2017-18	2018-19
SWORN OFFICERS					
Chief	1	1	1	1	
Captains	2	1	1	1	
Lieutenants		2	2	2	
Sergeant	6	6	6	6	
Officers	19	18	18	20	1
Measure S Officers	4	4	4	4	
Traffic Officer	0	0	0	0	
SWORN OFFICERS AUTHORIZED	32	32	32	34	35
SUPPORT					
Records Clerks	2	2	2	2	
(Fire) Administrative Secretary	0.85	0.85	0.85	1	
CSO (Animal & Parking)	5.5	5.5	5.5	4.75	1
Crime Analyst				1	
Parking and Animal Control	0	0	0	0	
UPD Dispatch	5.5	6	6	6	
SUPPORT TOTALS	13.85	14.35	14.35	14.75	15.75
FUNDED BY FBPD DISPATCH CONTRACT - JUNE 2014 TO JUNE 2019	3	3	3	3	3

UNIFORMED CRIME REPORTING

FBI INDEX CRIME CATEGORIES											
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
VIOLENT CRIME											
Homicide	1	1	0	0	0	0	0	0	1	0	0
Rape	14	17	5	13	4	6	8	8	18	15	14
Robbery	20	16	16	10	18	15	15	21	20	29	20
Assault	235	430	319	248	250	239	287	318	298	294	276
VIOLENT CRIME TOTALS	270	464	340	271	272	260	310	347	337	338	310
PROPERTY CRIME											
Burglary	176	213	151	156	154	172	190	194	150	107	59
Theft	269	237	270	291	250	279	347	328	331	284	234
Vehicle Theft	45	30	26	19	23	32	27	30	39	40	42
Arson	1	2	5	3	1	0	0	0	0	0	11
PROPERTY CRIME TOTALS	491	482	452	469	428	483	564	552	520	431	346
TOTAL FBI INDEX CRIMES	761	946	792	740	700	743	874	899	857	769	656

INDEX CRIME COMMITTED AND SOLVED

VIOLENT CRIMES	2010	2011	2012	2013	2014	2015	2016	2017
Committed	271	272	260	310	347	337	338	310
Cleared	87%	89%	89%	84%	83%	84%	77%	77%
State Average	43%	44%	44%	45%	47%	46%	45%	

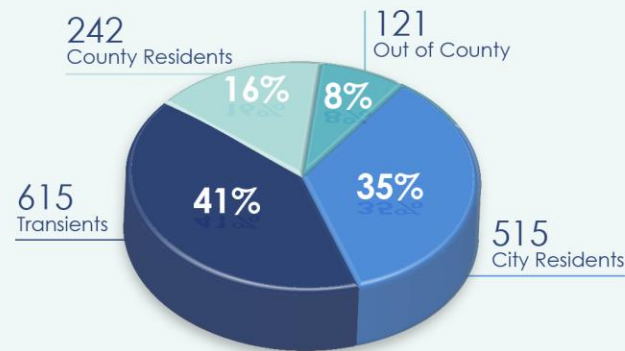
PROPERTY CRIMES	2010	2011	2012	2013	2014	2015	2016	2017
Committed	469	428	483	564	552	520	433	346
Cleared	58%	52%	50%	55%	53%	67%	41%	53%
State Average	14%	13%	13%	13%	14%	13%	12%	

ARRESTS, REPORTS, AND CALLS FOR SERVICE

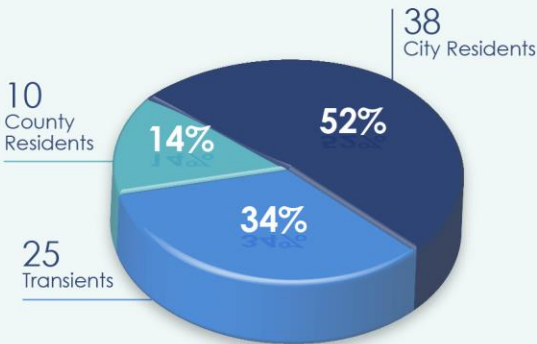
STATISTICAL INFORMATION											
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Misdemeanor Arrests	1,797	1,522	1,355	1,398	1,362	1,192	1,183	1,313	1,269	1,092	961
Felony Arrests	658	791	624	660	621	560	557	563	508	420	444
DUI	411	271	232	165	190	141	135	72	113	115	88
TOTAL ARRESTS	2,866	2,584	2,211	2,223	2,173	1,893	1,875	1,948	1,890	1,627	1,493
Crime Reports	4,475	4,412	4,190	3,658	3,664	3,569	3,579	3,909	3,736	3,682	3,627
Calls for Police Services	27,937	28,646	28,453	30,210	26,324	25,883	24,821	31,656	32,010	29,477	26,466
CALLS FOR SERVICE AVERAGE PER DAY	77	78	78	83	72	71	68	87	88	81	73

STATISTICAL DATA

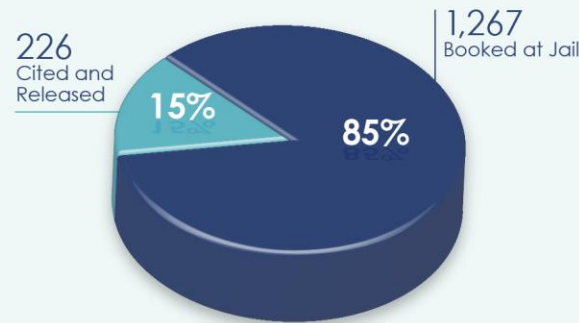
ARREST DEMOGRAPHICS



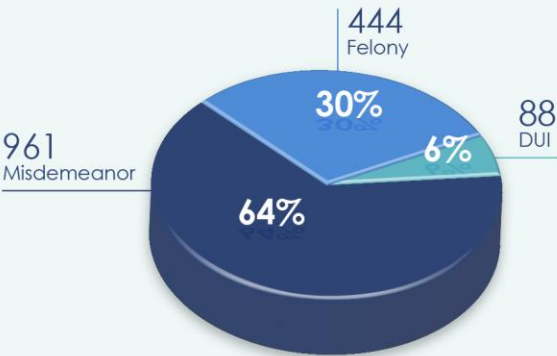
MENTAL HEALTH DETENTIONS



ARREST DISPOSITION

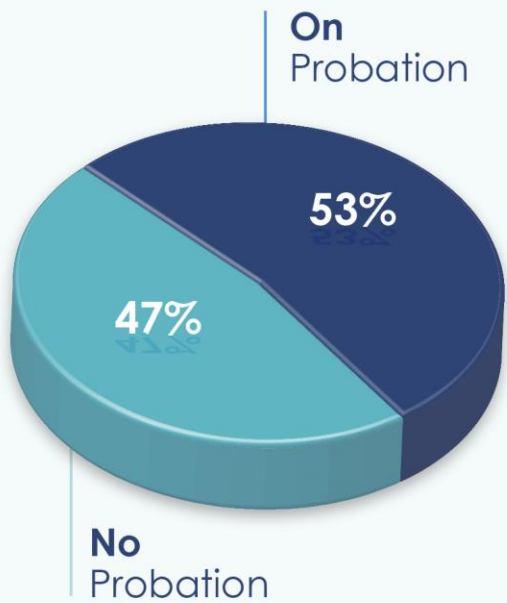


CRIME BREAKDOWN



PROBATION STATISTICS

PROBATION VS.
NON-PROBATION ARRESTS



PROBATION CONTACTS BREAKDOWN
1,186 TOTAL (COMPARED TO 887 IN 2016)



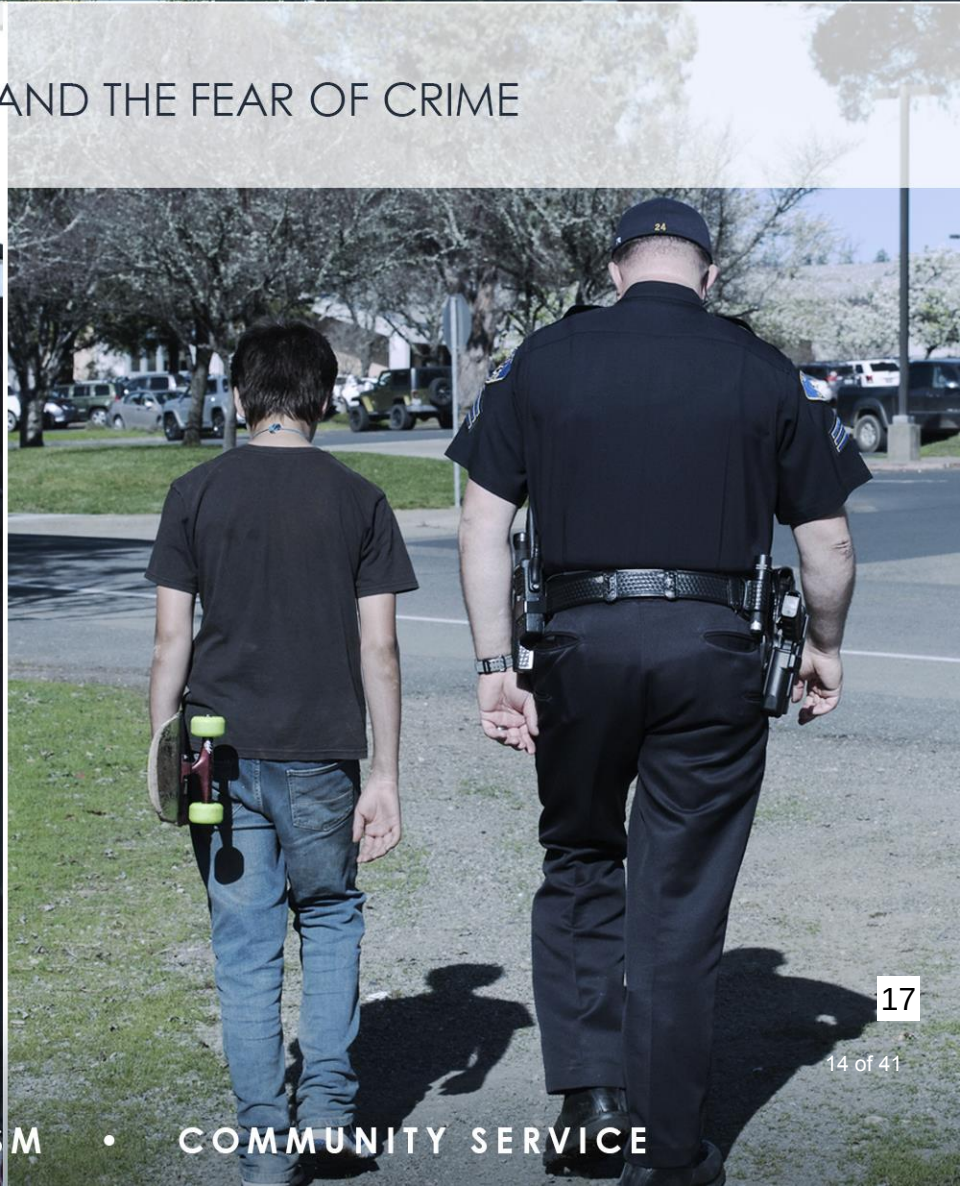
TRAFFIC ENFORCEMENT, AND TRAFFIC ACCIDENTS

TRAFFIC INFORMATION											
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
CITATIONS											
Moving Citations	837	451	720	664	693	358	545	478	545	442	446
Speeding Citations	256	118	232	162	39	83	207	120	374	342	314
Non-Moving Citations	247	143	120	115	101	55	139	220	278	368	359
TOTAL CITATIONS	1,340	712	1,072	941	833	496	891	818	1,197	1,152	1,119
ACCIDENTS											
Property Damage	139	102	108	86	89	63	90	168	141	145	121
Injury	62	41	44	39	31	47	29	37	29	31	31
Fatal	0	0	1	0	0	1	0	2	0	0	0
TOTAL ACCIDENTS	201	143	153	125	120	111	119	207	170	176	152

City of UKIAH, CALIFORNIA

POLICE DEPARTMENT

GOAL 1 – REDUCE CRIME AND THE FEAR OF CRIME



SAFETY • PROFESSIONALISM • COMMUNITY SERVICE

GOAL 1: REDUCE CRIME AND THE FEAR OF CRIME



PROGRESS WE HAVE MADE

HIRING AND RECRUITMENT

- 4 officers, 2 dispatchers

FOCUSED ENFORCEMENT

- Shopping centers, preventative work, illegal cultivation, code enforcement, and homeless issues

MID-LEVEL PROBLEM-SOLVING MEETINGS

- Frequent meetings with Sergeants to problem-solve issues

CONTINUING EMPHASIS ON COMMUNICATION

- Utilizing social media and other media sources to keep our community informed

UTILIZATION OF VOLUNTEERS / CHAPLAIN / COMMUNITY PARTNERS

- Working to establish alternative solutions, long-term outlook on issues

GOAL 1: REDUCE CRIME AND THE FEAR OF CRIME



WHAT'S IN THE WORKS

Ideas to improve success

CITY INNOVATION COMMITTEE

- Establishing new collaborative partners and researching alternative solutions.
 - Homeless services
 - Shopping carts
 - Marijuana dispensary
 - Code enforcement

PARTNERING WITH TASK FORCE, SWAT AND OTHER ORGANIZATIONS

- Utilizing regional partnerships for work on gangs, increased probation/parole and high risk activity

RESEARCH AND ESTABLISH INTERNAL REVIEW PROCESS

- Crime statistical review to best utilize work force

INCREASE PARTNERSHIPS WITH CITY DEPARTMENTS

- Clean-ups, parades, community events

GOAL 1: REDUCE CRIME AND THE FEAR OF CRIME



CHALLENGES WE FACE

What's limiting our success

CALL VOLUME AND AVAILABLE WORKFORCE

- Calls for service:
 - 2017 averaged 73 each day
 - 2016 averaged 81 each day

INTERNAL RESOURCES

- Days: 2 officers, 1 CSO, 1 Supervisor
Down from 3 in 2016 due to limited available staffing
- Nights: 2 Officers, 1 Supervisor

JAIL SPACE AND BOOKING POLICIES

- Citing-out misdemeanors and citing-out warrants, result in repeat problems.

RE-CATEGORIZE CRIMES

- Lower penalties for drugs, thefts, prior crimes and assaults

City of UKIAH, CALIFORNIA

POLICE DEPARTMENT

GOAL 2 – IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS



SAFETY • PROFESSIONALISM • COMMUNITY SERVICE

GOAL 2: IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS

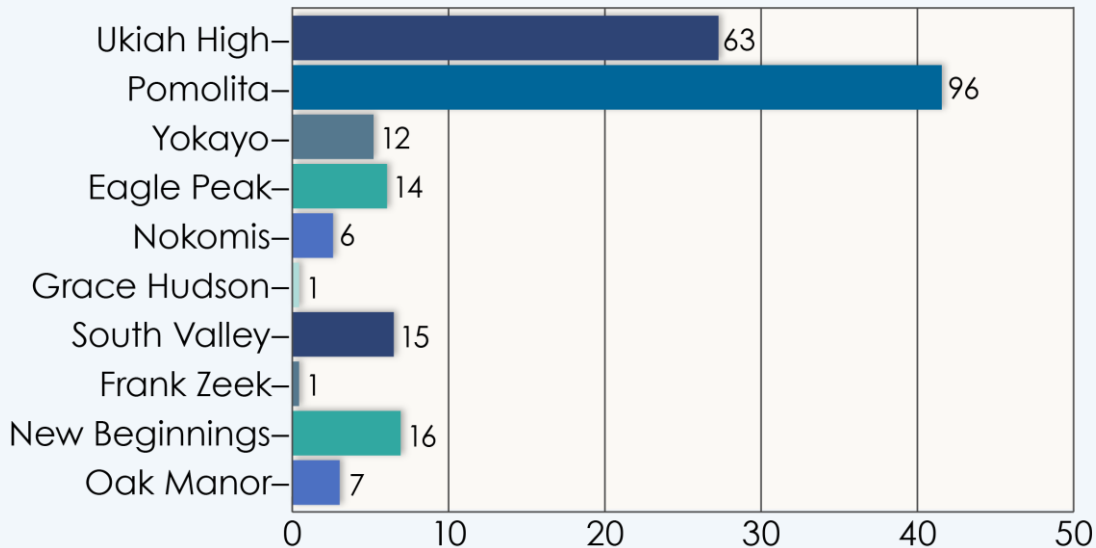
PROGRESS WE HAVE MADE

SRO ACTIVITY

Number of cases assigned: 92

K9 school searches (drugs) 30

TRUANCY ACTIVITY



CRIME PREVENTION ACTIVITY			
	2015	2016	2017
Business visits	219	237	275
Follow-up visits	71	80	161
Crime Prevention training and presentations	8	10	12
Crime Prevention brochures	24	18	13
Boys and Girls Club	28	48	42
Volunteer hours	158	200	293
Shopping carts	310	244	119
CPTED			116
Crosswalk duty			157

GOAL 2: IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS



SPECIAL ENFORCEMENT TEAM ACTIVITY

Total cases: 168

Arrests: 71

Cases closed: 181

UCC citations issued: 25

Abandoned vehicle/expired registration tows: 38

Traffic citations: 27

Marijuana investigations: 45

Marijuana plants eradicated: 955

Tons of debris removed: 20

GOAL 2: IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS



WHAT'S IN THE WORKS

Ideas to improve success

MERGE SUPERVISION (INTEGRATE UNITS)

- Special Enforcements activities
- Crime Prevention activities
- School Resource Officer
- Major Crimes Task Force

INCREASED TRAINING TO PROVIDE:

- Crime Prevention Through Environmental Design (CPTED)
- Extra patrol/stolen vehicle hot sheets published daily
- Expanding volunteer activities
 - chaplain and community partners
- Focus enforcement of problem areas
 - parks and shopping centers

HOMELESS INNOVATION COMMITTEE

- Team approach to outreach and problem-solving
- County-wide efforts to address homelessness

GOAL 2: IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS



CHALLENGES WE FACE

What's limiting our success

HOMELESS POPULATION

- Quality of life issues
- Safety concerns vs. criminal activity
- Trash and pollution concerns

MARIJUANA, DRUGS AND GANGS

- Law changes
- Cultivation
- Safety concerns

CODE ENFORCEMENT

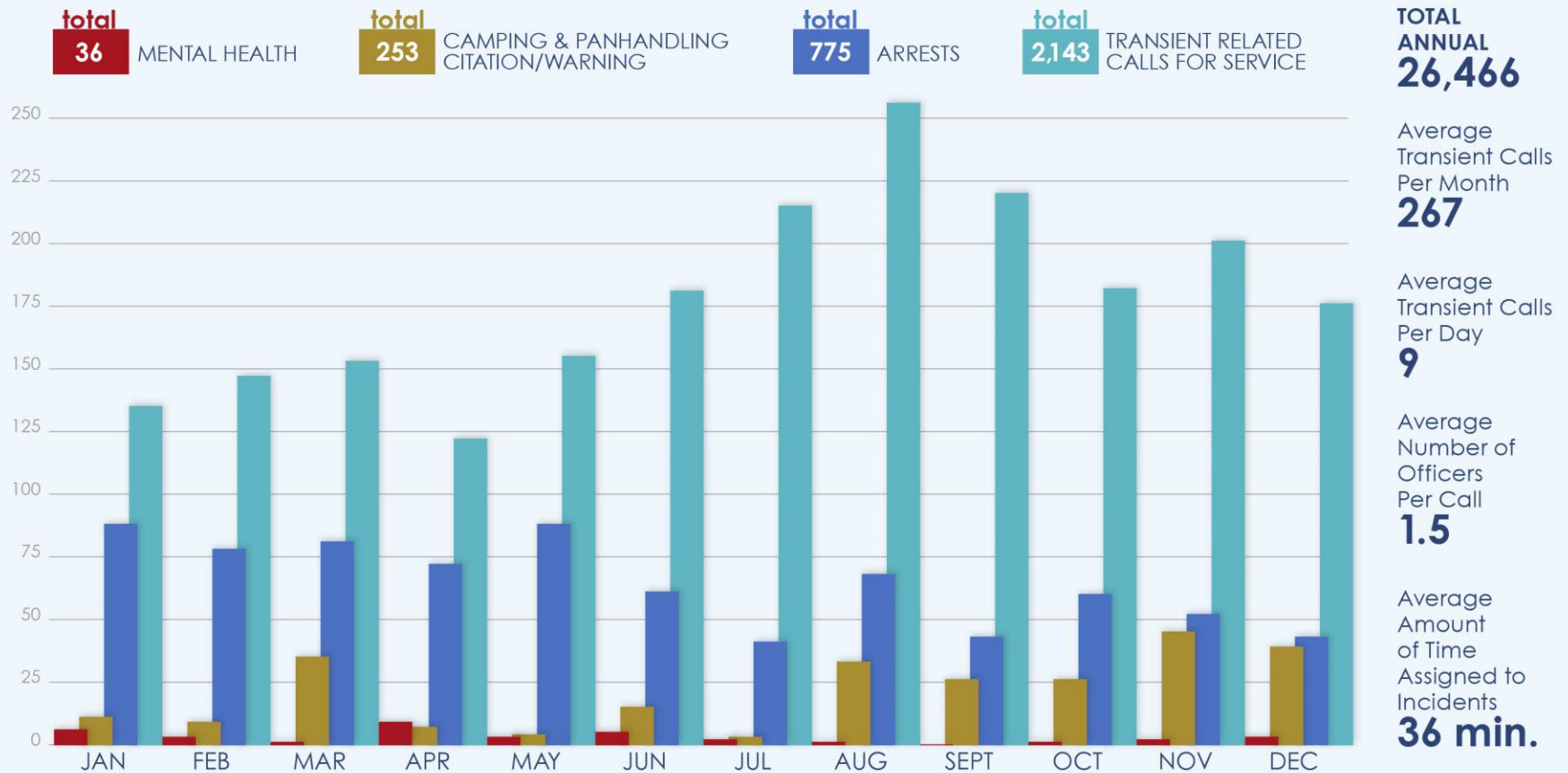
- Illegal activity including hoarding, dumping and trash

COMMUNITY PARTNERSHIPS

- Team approach to problem-solving

GOAL 2: IMPROVE THE QUALITY OF LIFE IN OUR NEIGHBORHOODS

TRANSIENT ACTIVITY 2017



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POLICE DEPARTMENT

GOAL 3 – ENHANCE COMMUNITY AND POLICE PARTNERSHIPS



GOAL 3: ENHANCE COMMUNITY AND POLICE PARTNERSHIPS



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GOAL 3: ENHANCE COMMUNITY AND POLICE PARTNERSHIPS



2017 COMMUNITY PARTNERS

Boys and Girls Club
Community Health Projects
Continuum of Care Committee
Gang Resistance is Paramount (GRIP)
Health and Human Services Agency
Healthy Mendocino
Homeless Services Action Group
Mental Health (Manzanita Project and RCS)
Mental Health Services Act Committee
Project Sanctuary
Services Cubs
Stranger Danger Training
Tapestry Family Services
Ukiah Community Center
Ukiah Main Street
Ukiah Reads
Ukiah Valley Medical Center Advisory Board
Youth Projects

GOAL 3: ENHANCE COMMUNITY AND POLICE PARTNERSHIPS



Too often, police departments measure young officers by statistics alone, as though their total contributions can be measured by arrests, tickets written, or radio calls handled. Though these reportable, identifiable statistics do indicate productivity, statistics and numbers reveal only part of the picture.

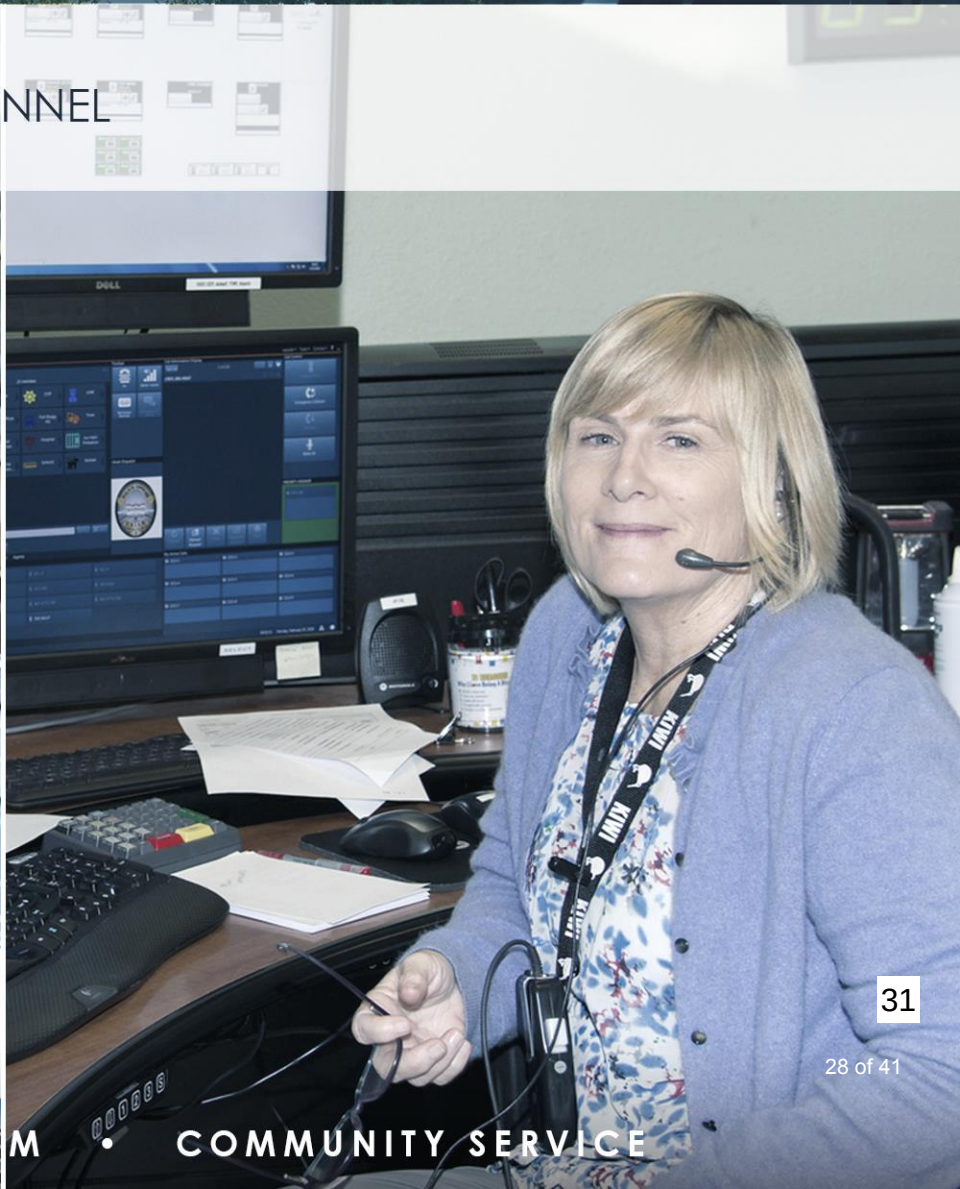
Community engagement and community partnerships are key in reducing crime in our neighborhoods and in addressing community concerns.

Community engagement activities allow officers to build and maintain lasting relationships and community trust.

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City of UKIAH, CALIFORNIA POLICE DEPARTMENT

GOAL 4 – DEVELOP PERSONNEL



SAFETY • PROFESSIONALISM

COMMUNITY SERVICE

GOAL 4: DEVELOP PERSONNEL – Our Investment

POST PERISHABLE SKILLS (Mandated by Law)

	calendar year			
	2014	2015	2016	2017
Emergency Vehicle Operations (8 hrs/2 yrs)	136 hrs		244 hrs	0 hrs
Firearms Use of Force (8 hrs/2 yrs)	192 hrs	136 hrs	135 hrs	300 hrs
Arrest and Control (8 hrs/2 yrs)	88 hrs	244 hrs	240 hrs	208 hrs
Crisis Communication Skills (4 hrs/2 yrs)	34 hrs		104 hrs	

POST MANDATED TRAINING

	calendar year			
	2014	2015	2016	2017
CPR / 1st Aid (8 hrs/2 yrs)	136 hrs		244 hrs	0 hrs
Domestic Violence (4 hrs/2 yrs)	192 hrs	136 hrs	135 hrs	0 hrs
Racial Profiling (4 hrs/5 yrs)	88 hrs	244 hrs	240 hrs	0 hrs

UPD CORE SKILL REQUIREMENTS

	calendar year			
	2014	2015	2016	2017
Drug Recognition (16 hrs)	40 hrs	96 hrs	40 hrs	48 hrs
Traffic Collision Investigation (40 hrs)	120 hrs	240 hrs	80 hrs	200 hrs
Interview Skills (40 hrs)		40 hrs	80 hrs	84 hrs
Drunk and Drugged Driving Investigation (16 hrs)	16 hrs	256 hrs	32 hrs	
Firearms Rifle Course (16 hrs)		416 hrs	64 hrs	
Emotional Survival	136 hrs	240 hrs	184 hrs	



GOAL 4: DEVELOP PERSONNEL – Our Investment



RECRUITMENT AND RETENTION CHALLENGES

CONCERNS

Lack of qualified officer applicants

- Out of a pool of 50:
 - 17 failed to show up
 - 4 failed the written exam
 - 13 failed the interview
 - 9 failed the background check
 - 4 were hired
- 5 officers left the department

FACTORS

Available housing, workload, overtime, job stress

OPPORTUNITIES

Continuous hiring

Over-hiring strategies

CSO to officer development

Employee Health Strategies

- New officer and family orientation
- Peer support

City of UKIAH, CALIFORNIA

POLICE DEPARTMENT

GOAL 5 – CONTINUED ACCOUNTABILITY



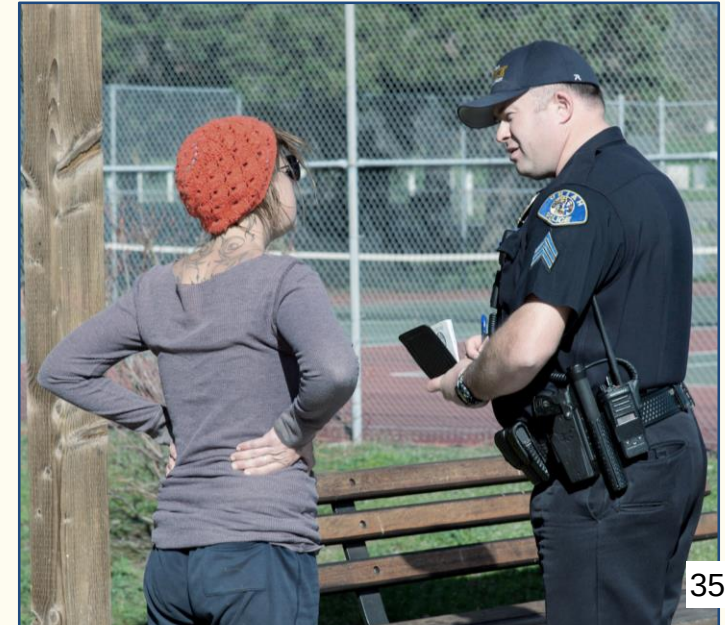
GOAL 5: CONTINUED ACCOUNTABILITY

CITIZEN COMPLAINTS

	2013			2014			2015			2016			2017		
	Reported	Unfounded	Sustained	Reported	Unfounded	Sustained	Reported	Unfounded	Sustained	Reported	Unfounded	Sustained	Reported	Unfounded	Sustained
Non-Criminal	4	4	0	6	6	0	4	3	1	3	3	0	2	2	0
Criminal - Felony	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Criminal-Misdemeanor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

RESPONSE TIME CHART

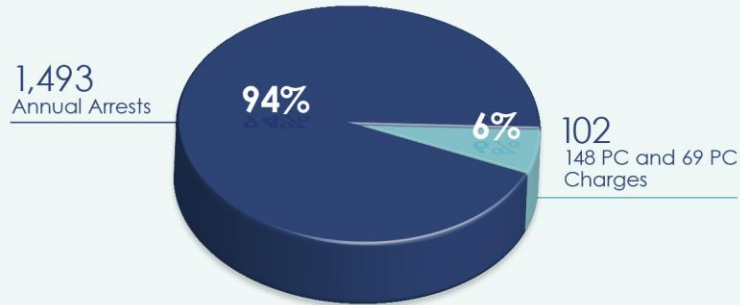
	2013	2014	2015	2016	2017
Priority 1 - In-Progress Crimes Against Persons	8:39	5:37	5:42	5:42	5:07
Priority 2 - Calls for Police Service / Reports of Crime	12:01	12:06	11:14	11:14	9:42
Priority 3 - Quality of Life Complaints / Traffic / Transient Issues	19:36	20:18	18:47	18:47	16:05
Average Calls per Day	68	87	88	88	73
Annual Calls for Police Services	24,821	31,656	32,010	32,010	26,466



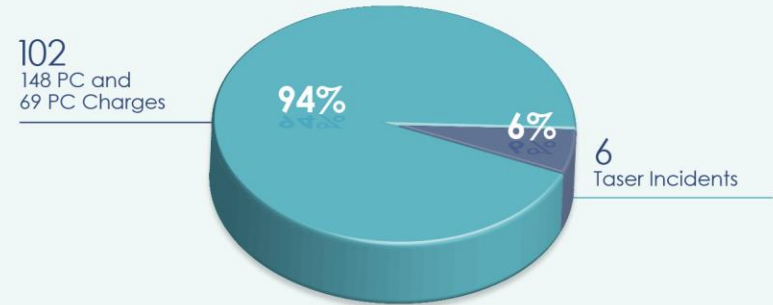
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GOAL 5: CONTINUED ACCOUNTABILITY

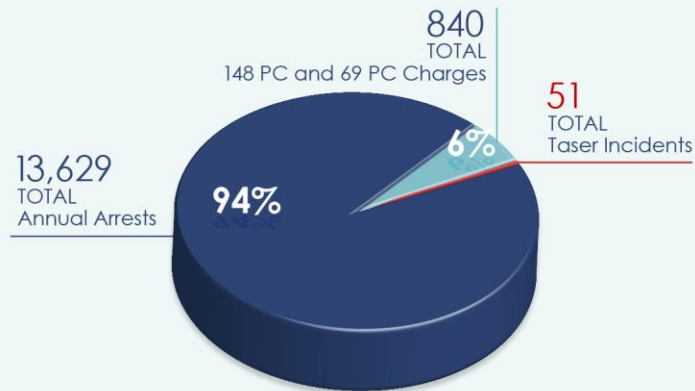
2017 TOTAL ARRESTS AND 148 PC/69 PC ARRESTS



2017 PERCENTAGE OF TASER USE ON 148 PC/69 PC ARRESTS



2010-2017 TOTAL ARRESTS 148 PC/69 PC CHARGES AND TASER DEPLOYMENT



TASER USE - 5 YEAR TREND

YEAR	TOTAL ANNUAL ARRESTS	TOTAL 148 PC/69 PC CHARGES	TASER INCIDENTS
2013	1,875	98	3
2014	1,948	165	11
2015	1,890	141	8
2016	1,627	112	7
2017	1,493	102	6
TOTALS	8,833	618	35

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GOAL 5: CONTINUED ACCOUNTABILITY



PROGRESS WE HAVE MADE

HIRED DEPARTMENT CRIME ANALYST

- Use of Force reporting to DOJ
- Development of statewide racial profiling report standards
- Crime analyst, North Coast Association

COMPLETED MDT & IN-CAR CAMERA PROJECT

- Cameras in all patrol cars
- MDT access at Supervisor desks
- Body camera upgrade in progress
- Ability to review and evaluate officer performance

ADVANCED LEADERSHIP TRAINING FOR SUPERVISORS

- Mandatory daily briefing training
- Mandatory daily policy training
- Incorporate department training assignments into evaluations

REVIEW AND REFRESH FIELD TRAINING PROGRAM

- All level review of daily observation reports
- Core value system integration

EXPAND PEER SUPPORT PROGRAM

- New officer and spouse support program
- Stress management education program

GOAL 5: CONTINUED ACCOUNTABILITY



WHAT'S IN THE WORKS

Ideas to improve success

CONTINUE SUCCESSION PLANNING

- Pending retirements
- Officers, dispatchers, front office personnel

ADVANCED CRIME ANALYST TRAINING

HOST ADDITIONAL TRAINING

- Emotional survival
- Peer support
- Blue Courage (May)

COMPLETE BODY CAMERA PROJECT

PREPARE STAFF FOR PROMOTIONAL OPPORTUNITIES

PROMOTIONAL DETECTIVE AND SERGEANT TESTING

ADVANCED EMERGENCY MANAGEMENT TRAINING FOR NEW SUPERVISORS

GOAL 5: CONTINUED ACCOUNTABILITY



CHALLENGES WE FACE

What's limiting our success

HOMELESSNESS

- Individual rights vs. community expectations
- Misdemeanor and citation crimes decriminalized
- Lack of jail space
- Increasing sophistication (less prison=more jail=more probation)

IMMIGRATION DISCUSSION

- Local concerns
- Current legislation

NEW POLICING/AUDIT EXPECTATIONS

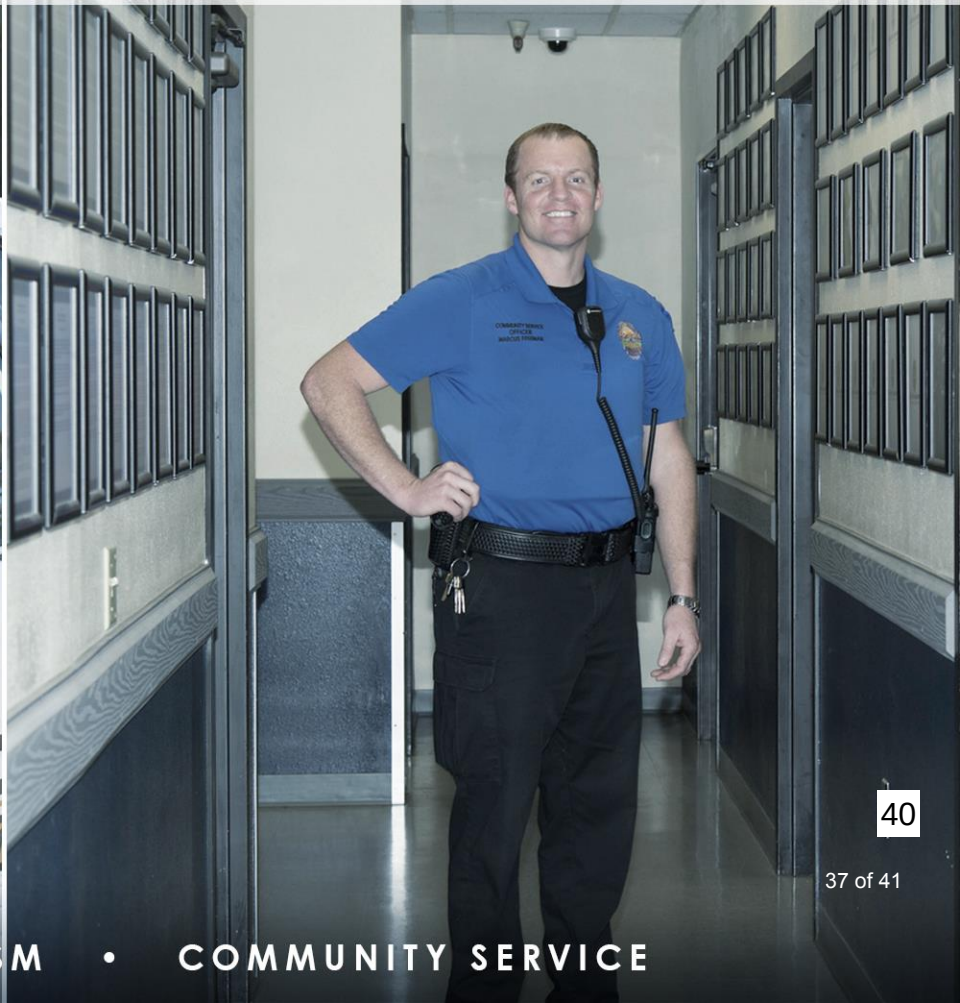
- Racial and Identity Profiling Act of 2015 (RIPA)
 - Data collection and reporting
 - RIPA Board / anticipated date 2018/19
- Policing expectations and transparency
 - 21st century policing expectations
 - 6 pillars of policing
 - Community trust
 - Racial/trans-gender/sexual LGBT (bias factors / expectations)
 - Increased legislative reporting requirements
 - Use of force/contact

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City of UKIAH, CALIFORNIA

POLICE DEPARTMENT

WORK PLAN – ACHIEVEMENT AND GOALS



SAFETY • PROFESSIONALISM • COMMUNITY SERVICE

WORK PLAN REPORT: 2017 ACHIEVEMENTS



WORK PLAN REPORT: 2018 GOALS

	EXTERNAL FACTORS ➡	OUR ACTIVITIES ➡	MEASUREMENTS OF SUCCESS
GOAL 1 Reduce Crime and the Fear of Crime	- Higher-than-average violent crime - Traffic accident & pedestrian safety - High workload/calls for service	- Gang enforcement - Transient strategies - Traffic enforcement (when available)	- Work to reduce violent crime - Work to reduce vehicle and pedestrian accidents
GOAL 2 Improve Quality of Life in Our Neighborhoods	- Homeless & transient services - Code enforcement - AB109 prison population - Prop 47 realignment - Lack of jail space	- Blight reduction - Prioritization of calls - Focused enforcement	- Work to reduce transient impacts - Work to reduce property and drug crimes
GOAL 3 Enhance Community and Police Partnerships	- Community partnerships - Community expectations	- Continue work with our community partners - Encourage officer engagement	Problem-solving partnerships and community trust
GOAL 4 Develop Personnel	- Young workforce - Increased mandated training requirements	- Recruitment - Department training plan - Department value system - Performance review system	- Maintain low complaint ratio - Monitor use of force
GOAL 5 Continued Accountability	New mandates in record keeping and data collection	- Maintain response times - Continue implementation of crime analyst	- Community trust and expectations - Racial and Identity Profiling Act - Use of force - SB54 immigration laws - AB109/Prop 47

42

BUDGET: FISCAL YEAR 2018-19



FY 2017-18

- Replace patrol cars (General Fund)
- Body camera update
- Tasers
- Part-time CSO to officer – dispatcher recruitment and development program (in the works)

FY 2018-19 BUDGET

- Recruit and add officer through Ford Street grant
- Finish body camera and taser replacement
- Replace patrol cars
- New financial analyst to replace fire and police secretary

LONG TERM

- Add additional sworn officer to concentrate on traffic enforcement
- Enhance street team capabilities and staffing
- Continue to find ways to recruit and retain personnel

City of UKIAH, CALIFORNIA POLICE DEPARTMENT



SAFETY
PROFESSIONALISM
COMMUNITY SERVICE

2017 Performance Report





AGENDA SUMMARY REPORT

SUBJECT: Approval of the April 4, 2018, Regular Meeting Minutes

DEPARTMENT: Clerk/Admin

PREPARED BY: Kristine Lawler

ATTACHMENTS:

[Attachment 1 - April 4, 2018 DRAFT Minutes](#)

Summary: Council will consider approving the Minutes of April 4, 2018, a Regular Meeting (Attachment 1).

Background: N/A

Discussion: N/A

RECOMMENDED ACTION: Approve the Minutes of April 4, 2018, a Regular Meeting, as submitted.

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

**CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
April 4, 2018
6:00 p.m.**

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Regular Meeting on April 4, 2018, having been legally noticed on March 30, 2018. Vice Mayor Mulheren called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Jim O. Brown, Stephen G. Scalmanini, Douglas F. Crane, and Maureen Mulheren. **Mayor Absent by Prearrangement:** Kevin Doble. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

VICE MAYOR MULHEREN PRESIDING.

The Pledge of Allegiance was led by Mel Grandi, Electric Utility Director.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Proclamation of the Ukiah City Council Recognizing April 2018 as National Donate Life Month.

Presenter: Maureen Mulheren, Vice Mayor.

Public Comment: Felicia Eriksen.

Proclamation was presented and received.

b. Proclamation of the Ukiah City Council Recognizing April 18, 2018 as National Lineman Appreciation Day.

Presenter: Maureen Mulheren, Vice Mayor.

Public Comment: Mel Grandi, Electric Utility Director and Grady Hurn, Lineman.

Proclamation was presented and received.

c. Third Quarter Financial Presentation and 2018-19 Budget Schedule Update.

Presenter: Dan Buffalo, Finance Director.

Public Comment: Edward Hanes.

Council Consensus to go forward in scheduling a joint meeting with the Ukiah Valley Sanitation District; the date to be determined.

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

Presenter: Sage Sangiacomo, City Manager.

Presentation was received.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Approval of the March 21, 2018, Regular Meeting Minutes.

Motion/Second: Crane/Scalmanini to approve Minutes of March 21, 2018, a regular meeting, with noted administrative correction. Motion **carried** by the following roll call votes: AYES: Brown, Scalmanini, Crane, and Mulheren. NOES: None. ABSENT: Doble. ABSTAIN: None.

6. RIGHT TO APPEAL DECISION

7. CONSENT CALENDAR

- a. Approval of Purchase of Forty Axon Body Worn Evidence Cameras, Associated Hardware, Software and Storage in the Amount of \$112,110, Over a Five-year Contract Period, Plus Applicable Sales Tax and Shipping Charges – *Police*
- b. Approval of Purchase of Thirty-Five Axon Tasers, Holsters and Body Camera Signal, Associated Download Hardware, and Training and Regular Use Cartridges in the Amount of \$71,121.08, Over a Five-year Contract Period, Plus Applicable Sales Tax and Shipping Charges – *Police*.
- c. Notification of Memorandum of Understanding (*COU No. 1718-206*) between the City of Ukiah Police Department and the Ukiah Rifle and Pistol Club – *Police*.
- d. Adoption of an Ordinance Adding Various Sections to the Ukiah City Code to Regulate Shopping Cart Containment and Retrieval – *Administration*.

ORDINANCE NO. 1187

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH ADDING ARTICLE 8 TO CHAPTER 2, DIVISION 2 AND ARTICLE 11 TO CHAPTER 1, DIVISION 7 OF THE UKIAH CITY CODE TO REGULATE SHOPPING CART CONTAINMENT AND RETRIEVAL

- e. Award Contract (*COU No. 1718-207*) to Gregg Simpson Trucking in the Amount of \$56,294.70 for Trenching and Concrete Work to Install Electrical Infrastructure at Empire Drive and Bush Street, Specification No. E32813 (EUD) – *Electric Utility Department*.

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

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Public Comment: Edward Hanes.

9. COUNCIL REPORTS

10. CITY MANAGER/CITY CLERK REPORTS

Presenter: Sage Sangiacomo, City Manager.

11. PUBLIC HEARINGS (6:15 PM)

12. UNFINISHED BUSINESS

13. NEW BUSINESS

a. Receive Updates on City Council Committee and Ad Hoc Assignments.

Presenters: Councilmembers Brown and Scalmanini, and City Manager Sangiacomo.

THE CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 7:22 P.M.

14. CLOSED SESSION

a. 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. SCU-K-CVPT-2018-70200

b. Conference with Legal Counsel – Existing Litigation

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

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

No Closed Session was held.

15. ADJOURNMENT

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

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Report of Disbursements for the Month of March 2018.

DEPARTMENT: Finance

PREPARED BY: Candice Rasmason

ATTACHMENTS:

[Attachment 1 - March 2018 Summary of Disbursements](#)

[Attachment 2 - Account Codes for reference](#)

[Attachment 3 - Object Codes for reference](#)

[Attachment 4 - March 2018 Disbursement Detail](#)

Summary: Payments made during the month of March 2018 are summarized on the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the five (5) individual payment cycles within the month.

Background: Accounts Payable Check Numbers (City & UVFA): 3026235-3026322; 3026323-3026438; 3026439-3026566; 3026567-3026668; 3026669-3026736

Accounts Payable Wire Transfers: N/A

Payroll Check Numbers: 505784-505822; 505823-505857; 505858-505887

Payroll Manual Check Numbers: N/A

Direct Deposit Numbers: 86181-86391; 86392-86589; 86591-86790

Manual Direct Deposit Numbers: 86590

Void Check Numbers: 3025839, 3026265, 3026428, 3026412, 3026287, 3026314, 3026158, 3026293

RECOMMENDED ACTION: Approve the Report of Disbursements for the month of March 2018.

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

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

Attachment #1: March 2018 Summary of Disbursements

Attachment #2: Account Codes for reference

Attachment #3: Object Codes for reference

Attachment #4: March 2018 Disbursement Detail

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

Attachment 1

FUNDS:

100	General Fund	\$1,090,163.41	700	Sanitary Disposal Site Fund	\$4,479.94
105	Measure S General Fund		701	Landfill Corrective Fund	
110	Special General Fund		702	Disposal Closure Reserve Fund	
201	Worker's Comp Fund	\$1,028.16	704	Post Closure Fund - Solid Waste	\$0.00
202	Liability Fund	\$31,376.65	720	Golf Fund	\$696.65
203	Garage Fund	\$10,908.76	730	Conference Center Fund	\$7,385.33
204	Purchasing Fund	\$2,298.01	750	Visit Ukiah	\$2,464.00
205	Billing & Collections Fund	\$12,476.66	777	Airport Fund	\$29,447.56
206	Public Safety Dispatch Fund	\$12,768.83	778	Airport Capital Improvement Fund	
207	Payroll Posting Fund	\$708,985.34	779	Special Aviation Fund	
208	Building Maintenance/Corp Yard Fund	\$18,586.06	800	Electric Fund	\$730,170.56
209	IT Fund	\$43,782.64	801	Electric Capital Reserve Fund	\$84,095.68
220	Equipment Reserve Fund		803	Lake Mendocino Bond Reserve	
250	Special Revenue Fund	\$24.08	805	Street Lighting Fund	\$9,300.18
251	Special Projects Reserve Fund		806	Public Benefits Fund	\$24,554.78
300	Park Development Fund		820	Water Fund	\$51,772.55
301	Anton Stadium Fund	\$0.00	822	Water Capital Improvement Fund	\$7,987.50
302	Observatory Park Fund		830	Recycled Water Fund	\$215,081.13
304	Swimming Pool Fund	\$0.00			
305	Riverside Park Fund	\$0.00	840	City/District Sewer Fund	\$271,263.67
306	Skate Park Fund	\$0.00	841	Sewer Construction Fund	
310	Museum Grants	\$11,286.47	843	Sewer Capital Fund	\$2,618.60
311	Alex Rorbaugh Recreation Center Fund	\$3,720.12	900	Special Deposit Trust	\$13,733.97
312	Downtown Business Improvement Fund		901	General Service (Accts Recv)	\$3,284.65
313	LMIHF Housing Asset Fund		902	U.S.W. Billing & Collection	\$31,807.12
314	Winter Special Events	\$41.80	903	Public Safety - AB 109	\$0.00
500	2106 Gas Tax Fund		905	Federal Emergency Shelter Grant	
501	2107 Gas Tax Fund		905	Mendocino Emergency Service Authority	
503	2105 Gas Tax Fund		911	Russian River Watershed Association	\$114,835.81
505	Signalization Fund		940	Sanitation District Special Fund	
506	Bridge Fund		943	Sanitation District Capital Improvement Fund	
507	1998 STIP Augmentation Fund		952	REDIP Sewer Enterprise Fund	
508	SB325 Reimbursement Fund	\$1,760.00	960	Community Redevelopment Agency	
509	S.T.P. Fund	\$9,710.00	961	RDA Housing Pass-Through	
510	Trans-Traffic Congest Relief Fund	\$23,880.05	962	Redevelopment Housing Fund	
600	Community Development Block Grant		963	Housing Debt	
601	EDBG 94-333 Revolving Loan		964	RDA Capital Pass-Through	
602	Community Development Fund		965	Redevelopment Capital Improvement Fund	
603	08-HOME-4688		966	Redevelopment Debt Service	
604	CDBG Grant 09-STBG-6417		967	Housing Bond Proceeds	
605	11-HOME-7654 Fund	\$0.00	968	Non-Housing Bond Proceeds	
606	CDBG Grant 10-EDEF-7261		969	RDA Obligation Retirement Fund	\$3,556.00
607	Prop 84 Grant Fund		844/944	Sewer Capital Projects Fund	\$82,064.49
609	13-CDBG-8940		915	UVFD	\$22,257.19
610	City RDA Projects Fund			Retainage Withheld	\$53,785.71
630	Asset Seizure Fund	\$2,261.30	611	CDBG 16-CDBG-11147	
631	Asset Seizure Fund (Drug/Alcohol)				
633	H & S Education 11489(B)(2)(A1)	\$5,000.00			
634	Federal Asset Seizure Grants				
635	SUP Law Enforcement Service Fund	\$1,250.00			
637	Local Law Enforcement Block Grant				
638	Asset Forfeiture 11470.2 H & S				
639	Special Revenue - Police	\$0.00			
640	Parking District Fund	\$502.50			
691	Museum Fund	\$3,328.79			

PAYROLL CHECK NUMBERS: 505784-505822
DIRECT DEPOSIT NUMBERS: 86181-86391
PAYROLL PERIOD: 2/10/18-2/24/18
PAYROLL CHECK NUMBERS: 505823-505857
DIRECT DEPOSIT NUMBERS: 86392-86589
PAYROLL PERIOD: 2/25/18-3/10/18
PAYROLL CHECK NUMBERS: 505858-505886
DIRECT DEPOSIT NUMBERS: 86591-86790
PAYROLL PERIOD: 3/11/18-3/24/18

VOID CHECK NUMBERS:
3025839, 3026265, 3026428, 3026412
3026287, 3026314, 3026158, 3026293
MANUAL CHECK NUMBERS:
86590
WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$3,761,782.70
TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$111.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$1,267,442.28
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$720,008.95
* vendor name(if applicable)

TOTAL PAYMENTS \$5,749,344.93

CERTIFICATION OF CITY CLERK

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

City Clerk

APPROVAL OF CITY MANAGER

I have examined this Register and approve same.

City Manager

CERTIFICATION OF DIRECTOR OF FINANCE

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

Director of Finance

Account Code Summary

Attachment 2

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

Account Code Summary

Attachment 2

60517462	FTHB Activity Delivery	80026130	Electric Substation
60517467	FTHB - PIR	80026140	Reimbursable Work for Others
60600000	CDBG Grant 10-EDEF-7261 Fund	80026200	Electric Metering
60617441	Grant - CDBG 606	80026300	Electric Generation
60617451	General Administration	80026312	Mendocino Hydro
60617452	AD ED Direct Financial Assistance	80026330	Hydro Electric
60617453	ED Direct Financial Assistance	80026400	Electric Administration
60717443	Grant Prop 84	80026410	Electric General Administration
60724413	Prop 84 Water Distribution Cap	80026430	Interdepartmental Charges
60900000	13-CDBG-8940	80326330	Hydro Plant
60917458	13-CDBG-8940	80526610	Street Lighting
63020210	Asset Seizure Expenditure	80626500	Public Benefit
63120210	Drug & Alcohol Education	82024410	Water
63320210	H&S Asset Seizure Expenditure	82024411	Water - Production O&M
63420250	Fed Asset Seizure Expenditure	82024413	Water - Distribution Capital
63520210	SLESF	82024414	Water - Distribution O&M
63820210	Asset Forfeiture 11470	82024415	Water - Production Capital
64020213	Parking Enforcement	82224413	Water - Distribution Capital
69122700	Museum	84024420	Wastewater
70024500	Landfill 700	84024421	Wastewater City - O&M
70224500	Landfill Closure	84024422	Wastewater City - Capital
70424500	Landfill Post closure	84024425	Wastewater Treatment - O&M
72022400	Golf	84124426	Wastewater Treatment - Capital
73022600	Conference Center	84224420	Wastewater
75017110	Visit Ukiah	84324422	Wastewater City - Capital
77725200	Airport Operations	84424421	Wastewater City Capital - O&M
77817411	FAA Grant	84424422	Wastewater City - Capital
80026100	Electric Administration	90000000	Special Deposit Trust Fund
80026110	Electric Overhead	91190100	Russian River Watershed Assoc
80026120	Electric Underground	96900000	Successor Agency
80100000	Infrastructure		

Object Code Summary

Attachment 3

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

56121	R & M RADIO EQUIPMENT	56111	CITY GARAGE - LABOR
56122	R & M NON-AUTO EMS EQUIPMENT	56112	EQUIPMENT PARTS FOR RESALE
56123	R & M COMPUTERS	56120	EQUIPMENT MAINTENANCE & REPAIR
56124	MAINT CONTRACT DEFIBULATORS	80235	SYSTEM MAINTENANCE
56130	EXTERNAL SERVICES	80236	EMERGENCY/CONTINGENCY
56210	FUEL & FLUIDS	90100	LOAN PROCEEDS
56300	BUILDING MAINT. & REPAIR	90101	LOAN PAYMENT RECEIVED
56410	EQUIPMENT RENTAL - PRIVATE	90301	LOAN REPAYMENT
56504	FACILITY MAINTENANCE & REPAIR	90410	BOND PROCEEDS
56600	AIRFIELD MAINTENANCE & REPAIR		
56700	LANDFILL CLOSURE EXPENSE		
57100	CONFERENCE & TRAINING		
57101	CONF & TRAINING-AQUATICS		
57102	CONF & TRAINING-PARKS STAFF		
57200	MEETINGS		
57300	MEMBERSHIPS & SUBSCRIPTIONS		
58101	NCPA PLANT GENERATION		
58102	NCPA POWER PURCHASES		
58103	NCPA TRANSMISSION		
58104	NCPA MANAGEMENT SERVICES		
58105	NCPA THIRD PARTY SALES		
58106	NCPA PASS THROUGH COSTS		
58107	NCPA COMMITMENTS ACTIVITY		
58201	WATER PURCHASES		
58202	WATER TREATMENT PLANT CHEMICAL		
58401	AVIATION FUEL		
58410	GARAGE LUBRICANTS & PARTS		
58510	REIMBRASABLE JOBS		
59100	PROPERTY TAXES PAID		
59101	FEES		
59102	FRANCHISE FEES		
59350	PURCHASE DISCOUNTS TAKEN		
59400	OTHER EXPENSES		
70101	LOAN PAYMENTS MADE		
70102	BOND INTEREST PAYMENTS		
70110	BOND ISSUANCE COSTS		
70201	LOAN PRINCIPAL PAYMENTS		
70202	BOND PRINCIPAL PAYMENTS		
80100	MACHINERY & EQUIPMENT		
80200	BUILDINGS ACQUISITION		
80210	LAND ACQUISITION		
80220	BUILDING IMPROVEMENTS		
80230	INFRASTRUCTURE		
80231	RECYCLING STUDY 50% GRANT MATC		
80232	LINE REPLACEMENTS		
80233	MAIN REPLACEMENTS		
80234	INFLOW/INFILTRATION		

List of Checks Presented for Approval on 3/2/2018

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

 3-15-18 B DH
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	and Allocation Detail
ADAMSON POLICE PRODUCTS	INV266285	PD VEHICLE PARTS AS NEEDED	\$866.73	10024210-56130	EXTERNAL SERVICES \$866.73
	INV265656	PD VEHICLE PARTS AS NEEDED	\$329.56	80026400-56130	EXTERNAL SERVICES \$329.56
Vendor Total:					\$1,196.29
AIMEE SHIELDS	MAR 18	TRANSCRIPTION SERVICES FOR POL	\$1,250.00	63520210-52100	CONTRACTED SERVICES \$1,250.00
Vendor Total:					\$1,250.00
ALPHA ANALYTICAL LABORATORIES INC	8013074- UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$190.00	84024425-52100	CONTRACTED SERVICES \$190.00
	8012175- UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES \$291.00
	8012674- UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES \$291.00
	8013142- UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES \$291.00
	8011915- UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$325.00	84024425-52100	CONTRACTED SERVICES \$325.00
	8013617- UKIAHSTP	MONTHLY ANALYSIS FOR NPDES PER	\$1,360.00	84024425-52100	CONTRACTED SERVICES \$1,360.00
	8012573- UKIAHSTP	MONTHLY ANALYSIS FOR NPDES PER	\$2,712.00	84024425-52100	CONTRACTED SERVICES \$2,712.00
Vendor Total:					\$5,460.00
AMAZON CAPITAL SERVICES	1FGP-XRVG- W3YR	EXTERNAL DVD DRIVE	\$25.99	90000000-23252	DISTRICT USE TAX-LIBRARIES (\$0.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S (\$0.13)
				90000000-23028	MEASURE Y DISTRICT TAX (\$0.13)
				90000000-23013	STATE USE TAX LIABILITY (\$1.89)
				10022810-54100	SUPPLIES \$2.19
				10022810-54100	SUPPLIES \$25.99

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1LV1-RGYC-3DDP	PICTURE FRAMES FOR WWTP	\$120.55	84024425-54100	SUPPLIES	\$120.55
Vendor Total:						\$146.54
ANDREW ANLIKER	TR 1/7-12/18	TRAVEL REIMBURSEMENT	\$122.56	20413500-57100	CONFERENCE & TRAINING	\$122.56
Vendor Total:						\$122.56
ANIXTER	3808000-00	ELECTRICAL EQUIPMENT AND SUPPLIES	\$671.93	80000000-12104	INVENTORY - PURCHASES	\$671.93
	3736563-00	ELECTRICAL EQUIPMENT AND SUPPL	\$10,517.79	80000000-12104	INVENTORY - PURCHASES	\$10,517.79
Vendor Total:						\$11,189.72
AT&T	000010857219	TI TO INTERNET FOR DOJ/CLETS	\$430.85	10020210-55100	TELEPHONE	\$215.43
				20620231-55100	TELEPHONE	\$215.42
	0602260093	LIVESCAN	\$1,069.04	10020210-55100	TELEPHONE	\$1,069.04
Vendor Total:						\$1,499.89
BJ'S EMBROIDERY	12648	EMBROIDERY SERVICES	\$52.02	82024411-54100	SUPPLIES	\$52.02
	12645	EMBROIDERY SERVICES	\$53.05	82024411-54100	SUPPLIES	\$53.05
	12646	EMBROIDERY SERVICES	\$122.19	82024411-54100	SUPPLIES	\$122.19
	12644	EMBROIDERY SERVICES	\$148.15	82024411-54100	SUPPLIES	\$148.15
	12643	EMBROIDERY SERVICES	\$357.04	82024411-54100	SUPPLIES	\$357.04
	12647	EMBROIDERY SERVICES	\$406.30	82024411-54100	SUPPLIES	\$406.30
Vendor Total:						\$1,138.75
BROOKE HOFSTETTER	DV022018	INSTRUCTOR	\$100.00	10022850-52100	CONTRACTED SERVICES	\$100.00
Vendor Total:						\$100.00
CISCO AIR SYSTEMS INC	118021-1	TUBE PART FOR WTP AIR COMP	\$109.85	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.39
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$109.85
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.39)
Vendor Total:						\$109.85

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CLARK PEST CONTROL	21972413	PEST CONTROL SVCS FINANCE CHARGE	\$0.02	80026220-54100	SUPPLIES	\$0.02
	21689967	PEST CONTROL SVCS FINANCE CHARGE	\$1.11	80026220-54100	SUPPLIES	\$1.11
	21477328	PEST CONTROL SVCS	\$74.00	80026220-54100	SUPPLIES	\$74.00
Vendor Total:						\$75.13
CODE PUBLISHING COMPANY	59101	CODIFICATION SERVICES AS PER A	\$93.10	10012500-52100	CONTRACTED SERVICES	\$93.10
	Vendor Total:					\$93.10
COMCAST	1296 FEB 18	INTERNET SERVICES	\$160.21	31122870-52100	CONTRACTED SERVICES	\$160.21
	4635 JAN 18	INTERNET SERVICES	\$246.92	20913900-55100	TELEPHONE	\$246.92
	4635 FEB 18	INTERNET SERVICES	\$256.92	20913900-55100	TELEPHONE	\$256.92
Vendor Total:						\$664.05
CORNWELL QUALITY TOOLS	7545	TOOLS AS NEEDED	\$539.36	90000000-23028	MEASURE Y DISTRICT TAX	(\$2.50)
				20324100-54102	SMALL TOOLS	\$2.50
				20324100-54102	SMALL TOOLS	\$539.36
Vendor Total:						\$539.36
DELL MARKETING LP	10223540530	DELL ULTRA SHARP 24" MONITOR	\$318.47	84024425-54100	SUPPLIES	\$318.47
	Vendor Total:					\$318.47
DEPT OF CONSUMER AFFAIRS	42349 2018/19	PROFESSIONAL LICENSE RENEWAL	\$115.00	10024210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$115.00
	Vendor Total:					\$115.00
DEPT OF FORESTRY & FIRE PROTECTION	148622	CHAMBERLAIN CREEK - NOV 2017	\$1,827.20	10024220-52100	CONTRACTED SERVICES	\$1,827.20
	Vendor Total:					\$1,827.20
DFM ASSOC	DV022018	2018 ELECTIONS CODE BOOK	\$53.63	10012500-54100	SUPPLIES	\$53.63
	Vendor Total:					\$53.63
EFFICIENCY SERVICES GROUP LLC	1588	ADMIN OF EUD PUBLIC BENEFITS P	\$3,810.00	80626500-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,810.00
	Vendor Total:					\$3,810.00
ERNEST WIPF	DV022018	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EUREKA OXYGEN CO	UB 4357	EQUIPMENT MAINTENANCE	\$214.75	20324100-56130	EXTERNAL SERVICES	\$214.75
	U 151862	EQUIPMENT MAINTENANCE	\$403.91	20324100-54102	SMALL TOOLS	\$403.91
Vendor Total:						\$618.66
FARWEST LINE SPECIALTIES LLC	248341	TOOLS AS NEEDED	\$217.39	90000000-23028	MEASURE Y DISTRICT TAX	(\$1.01)
				80026110-54102	SMALL TOOLS	\$1.01
				80026110-54102	SMALL TOOLS	\$217.39
Vendor Total:						\$217.39
FILETRAIL	2017-0802	HOSTED FILE MANAGMENT SYSTEM	\$503.00	10012500-54320	SOFTWARE	\$503.00
Vendor Total:						\$503.00
GCS ENVIRONMENTAL EQUIP SRVS	17063	PARTS & SUPPLIES AS NEEDED	\$193.33	10024220-56130	EXTERNAL SERVICES	\$193.33
Vendor Total:						\$193.33
GEARY, SHEA, O'DONNELL, GRATTAN, & MITCHELL	43870	TRIAL COUNSEL IN UVSD VS. COU	\$56,789.72	84424422-52100	CONTRACTED SERVICES	\$56,789.72
Vendor Total:						\$56,789.72
GENERAL SERVICES AGENCY	MAR 18	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
Vendor Total:						\$50.00
GHD INC	86575	TRANSPORTATION IMPROVEMENTS RE	\$970.50	10024220-80230	INFRASTRUCTURE	\$970.50
Vendor Total:						\$970.50
GHILOTTI CONSTRUCTION COMPANY INC	5786*02	TRANSPORTATION IMPROVEMENTS RE	\$143,220.00	10024220-80230	INFRASTRUCTURE	\$143,220.00
	5794*01	RECYCLED WATER PROJECT	\$138,580.00	83024430-80230	INFRASTRUCTURE	\$138,580.00
Vendor Total:						\$281,800.00
GRANITE CONSTRUCTION COMPANY	1343952	MISC ROCK & ROAD PATCH MATERIA	\$845.55	10024220-54124	PW - CONCRETE/SUPPLIES	\$736.47
				84024421-54100	SUPPLIES	\$109.08
	1345415	MISC ROCK & ROAD PATCH MATERIA	\$93.77	82024414-54100	SUPPLIES	\$93.77
Vendor Total:						\$939.32
HANSEL FORD	1135463	MISC PARTS & MATERIALS AS NEED	\$403.82	80026400-56130	EXTERNAL SERVICES	\$403.82
Vendor Total:						\$403.82

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
INTERSTATE BATTERIES	365059	BATTERIES	\$189.19	10024220-56130	EXTERNAL SERVICES	\$189.19
	380031710	BATTERIES	\$117.99	82024414-56130	EXTERNAL SERVICES	\$117.99
					Vendor Total:	\$307.18
JAKE BURGESS	TA 3/14-16/18	TRAVEL ADVANCE	\$145.00	10022810-57100	CONFERENCE & TRAINING	\$145.00
					Vendor Total:	\$145.00
JARROD MEYER	TA 3/14-16/18	TRAVEL ADVANCE	\$145.00	10022100-57100	CONFERENCE & TRAINING	\$145.00
					Vendor Total:	\$145.00
JOHN AGUILAR	DV021618	REIMBURSEMENT FOR WATER TREATMENT/LICENSE FEE	\$105.00	82024414-59101	FEES	\$105.00
					Vendor Total:	\$105.00
JUDY CHAN	MAR 18	MAR 18 RENT - 185 MASON ST	\$1,385.00	10022100-52600	RENT	\$1,385.00
					Vendor Total:	\$1,385.00
JULIE WEBB	TA 3/14-16/18	TRAVEL ADVANCE	\$145.00	10022810-57100	CONFERENCE & TRAINING	\$145.00
					Vendor Total:	\$145.00
KIMBALL MIDWEST	6023092	SUPPLIES AS NEEDED	\$89.81	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$89.81
					Vendor Total:	\$89.81
KOMLINE-SANDERSON	42037544	LOWER BELT	\$1,052.32	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,052.32
					Vendor Total:	\$1,052.32
LIEBERT CASSIDY WHITMORE	1454618	LEGAL SERVICES - PERSONNEL	\$2,970.00	10016100-52100	CONTRACTED SERVICES	\$2,970.00
					Vendor Total:	\$2,970.00
MATHESON TRI-GAS INC	16995508	OXYGEN & MISCELLANEOUS AS NEED	\$238.69	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$238.69
					Vendor Total:	\$238.69
MATT ANLIKER	DV022218	REIMBURSEMENT - OIT CERTIFICATE	\$125.00	84024425-57100	CONFERENCE & TRAINING	\$125.00
					Vendor Total:	\$125.00
MENDOCINO COUNTY OFFICE OF EDUCATION	DV022118	REFUND - CANCELED ROOM RENTAL	\$300.00	73000000-10410	ACCOUNTS RECEIVABLE	\$300.00
					Vendor Total:	\$300.00
MOIRS	143336	MISCELLANEOUS POOL SUPPLIES AS	\$466.82	82024411-58202	CHEMICALS	\$466.82
	143392	MISCELLANEOUS POOL SUPPLIES AS	\$466.82	82024411-58202	CHEMICALS	\$466.82

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MOIRS	143396	MISCELLANEOUS POOL SUPPLIES AS	\$466.82	82024411-58202	CHEMICALS	\$466.82
					Vendor Total:	\$1,400.46
NATHANIEL HAYES	DV020218	INSTRUCTOR	\$817.00	10022850-52100	CONTRACTED SERVICES	\$817.00
					Vendor Total:	\$817.00
NFP NATIONAL ACCOUNT SERVICES INC	18-02 NFP	FEB 18 NFP INSURANCE	\$2,711.04	20700000-20523	P/R DEDUCT-LTD	\$2,527.26
				20700000-20512	REMIF LIFE	(\$131.22)
				20700000-20512	REMIF LIFE	\$35.00
				20700000-20512	REMIF LIFE	\$280.00
					Vendor Total:	\$2,711.04
NOR-CAL RECYCLED ROCK & AGGREGATES INC	14554	MISC ROCK & ROAD PATCH MATERIA	\$592.17	10024220-54124	PW - CONCRETE/SUPPLIES	\$592.17
	14553	MISC ROCK & ROAD PATCH MATERIA	\$736.95	10024220-54124	PW - CONCRETE/SUPPLIES	\$736.95
	14546	MISC ROCK & ROAD PATCH MATERIA	\$884.34	10024220-54124	PW - CONCRETE/SUPPLIES	\$884.34
	14611	MISC ROCK & ROAD PATCH MATERIA	\$291.91	84024421-54100	SUPPLIES	\$291.91
					Vendor Total:	\$2,505.37
ONE TIME PAY VENDOR	117630-4	UTILITY REFUND	\$81.11	90100000-10421	UTILITY RECEIVABLES CLEARING	\$81.11
	118781-4	UTILITY REFUND	\$131.03	90100000-10421	UTILITY RECEIVABLES CLEARING	\$131.03
	116706-3	UTILITY REFUND	\$182.33	90100000-10421	UTILITY RECEIVABLES CLEARING	\$182.33
					Vendor Total:	\$394.47
PACE SUPPLY CORPORATION	024390216	MISCELLANEOUS ITEMS AS NEEDED	\$3.08	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3.08
	024390216-1	MISCELLANEOUS ITEMS AS NEEDED	\$59.77	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$59.77
	024398271	MISCELLANEOUS ITEMS AS NEEDED	\$26.50	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$26.50
	024393832	MISCELLANEOUS ITEMS AS NEEDED	\$222.19	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$222.19
	024355927	MISCELLANEOUS ITEMS AS NEEDED	\$188.88	20822500-54100	SUPPLIES	\$188.88

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	024383845-1	MISCELLANEOUS ITEMS AS NEEDED	\$952.78	82024414-54100	SUPPLIES	\$952.78
	024390228	MISCELLANEOUS ITEMS AS NEEDED	\$142.19	84024421-54100	SUPPLIES	\$142.19
	024393457	MISCELLANEOUS ITEMS AS NEEDED	\$263.38	84024421-54100	SUPPLIES	\$263.38
				Vendor Total:		\$1,858.77
PACIFIC ECORISK INC	14037	ACUTE TOXICITY TESTING (100% E	\$614.00	84024425-52100	CONTRACTED SERVICES	\$614.00
				Vendor Total:		\$614.00
PERKOWSKI SCREEN PRINT	15539	EMBROIDERY SERVICES	\$879.37	84024425-54100	SUPPLIES	\$879.37
				Vendor Total:		\$879.37
PG&E CO	3822-9 FEB 18	PACIFIC GAS & ELECTRIC	\$7,640.06	84024425-55200	PG&E	\$4,295.03
				10022100-55210	UTILITIES	\$80.28
				10022300-55210	UTILITIES	\$127.29
				20822500-55210	UTILITIES	\$2,433.99
				69122700-55210	UTILITIES	\$151.79
				70024500-55210	UTILITIES	\$596.39
				73022600-55210	UTILITIES	(\$498.97)
				73022600-55210	UTILITIES	\$299.97
				77725200-55210	UTILITIES	\$62.21
				84024421-55210	UTILITIES	\$92.08
POWER INDUSTRIES INC	750771	STOCK WWTP SUPPLIES	\$160.87	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.75)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.75)
				84024425-54100	SUPPLIES	\$1.50
				84024425-54100	SUPPLIES	\$160.87
	750952	WWTP SUPPLIES	\$237.48	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.11)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.11)
84024425-54100				SUPPLIES	\$2.22	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
POWER INDUSTRIES INC	750952	WWTP SUPPLIES	\$237.48	84024425-54100	SUPPLIES	\$237.48
	750953	PLUMBING STOCK	\$300.56	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.40)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.40)
				84024425-54100	SUPPLIES	\$2.80
				84024425-54100	SUPPLIES	\$300.56
	750590	BALL VALVES	\$783.43	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.65)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.65)
				84024425-54100	SUPPLIES	\$7.30
				84024425-54100	SUPPLIES	\$783.43
	750591	BALL VALVES	\$783.43	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.65)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.65)
				84024425-54100	SUPPLIES	\$7.30
				84024425-54100	SUPPLIES	\$783.43
	Vendor Total:					\$2,265.77
POWER PARTNERS INC	89499	ELECTRICAL EQUIPMENT AND SUPPL	\$5,793.73	80000000-12104	INVENTORY - PURCHASES	\$5,793.73
				Vendor Total:		\$5,793.73
REDWOOD COAST FUELS	1910854	CARDLOCK FUEL PURCHASES	\$7,432.69	10020210-56210	FUEL & FLUIDS	\$21.79
				10020210-56210	FUEL & FLUIDS	\$99.01
				10020210-56210	FUEL & FLUIDS	\$2,417.07
				10020224-56210	FUEL & FLUIDS	\$33.65
				10022100-56210	FUEL & FLUIDS	\$936.24
				10022810-56210	FUEL & FLUIDS	\$51.31
				10024210-56210	FUEL & FLUIDS	\$18.34
				10024210-56210	FUEL & FLUIDS	\$38.57
				10024220-56210	FUEL & FLUIDS	\$838.25
				20324100-56210	FUEL & FLUIDS	\$217.96
				20513382-56210	FUEL & FLUIDS	\$21.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1910854	CARDLOCK FUEL PURCHASES	\$7,432.69	20822500-56210	FUEL & FLUIDS	\$43.31
				80026400-56210	FUEL & FLUIDS	\$1,291.15
				82024411-56210	FUEL & FLUIDS	\$323.65
				82024414-56210	FUEL & FLUIDS	\$18.34
				82024414-56210	FUEL & FLUIDS	\$136.82
				82024414-56210	FUEL & FLUIDS	\$265.58
				84024421-56210	FUEL & FLUIDS	\$18.35
				84024421-56210	FUEL & FLUIDS	\$116.55
				84024421-56210	FUEL & FLUIDS	\$226.24
				84024425-56210	FUEL & FLUIDS	\$299.01
Vendor Total: \$7,432.69						
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	18-02 HEALTHCOMP	FEB 18 REMIF INSURANCE PREMIUM	\$229,255.80	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$23,117.80
				20700000-20520	P/R DEDUCT.-MEDICAL INS	\$189,320.00
				20700000-20510	REMIF DENTAL	\$13,906.00
				20700000-20511	REMIF VISION	\$2,912.00
				Vendor Total: \$229,255.80		
REXEL USA INC	P790132	MISC ELECTRICAL SUPPLIES AS NE	\$15.41	84024421-54100	SUPPLIES	\$15.41
				Vendor Total: \$15.41		
RODS SHOES	1217	BOOTS - S. WHYBURN & A. FRIAS	\$270.94	82024411-54100	SUPPLIES	\$270.94
				Vendor Total: \$270.94		
ROUND TABLE PIZZA	02-5581	EUD LUNCH MEETING	\$136.15	80026400-54100	SUPPLIES	\$136.15
				Vendor Total: \$136.15		
RYAN FORD	TR 8/6-8/11/17	TRAVEL REIMBURSEMENT	\$85.46	20922900-57100	CONFERENCE & TRAINING	\$85.46
				Vendor Total: \$85.46		
SAFETY-KLEEN CORPORATION	75625832	PARTS WASHER SERVICE AS NEEDED	\$438.92	20324100-52100	CONTRACTED SERVICES	\$438.92
				Vendor Total: \$438.92		

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SAFEWAY INC	STMT FEB 18	MISCELLANEOUS PURCHASES AS REQ	\$303.49	10016100-54167	EMPLOYEE DEVELOPMENT	\$20.00
				10016100-54167	EMPLOYEE DEVELOPMENT	\$49.98
				73022600-54100	SUPPLIES	\$5.09
				73022600-54100	SUPPLIES	\$10.47
				73022600-54100	SUPPLIES	\$12.99
				73022600-54100	SUPPLIES	\$14.98
				73022600-54100	SUPPLIES	\$19.61
				73022600-54100	SUPPLIES	\$20.49
				73022600-54100	SUPPLIES	\$22.96
				73022600-54100	SUPPLIES	\$38.93
				73022600-54100	SUPPLIES	\$87.99
				Vendor Total:		
SAGE SANGIACOMO	TA 3/14-3/16/18	TRAVEL ADVANCE	\$135.00	10012100-57100	CONFERENCE & TRAINING	\$135.00
				Vendor Total:		\$135.00
SHANNON RILEY	TA 3/14-3/16/18	TRAVEL ADVANCE	\$135.00	10017100-57100	CONFERENCE & TRAINING	\$135.00
				Vendor Total:		\$135.00
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	95211	ENG SVCS FOR LOW GAP/N STATE	\$210.00	50824220-80230	INFRASTRUCTURE	\$210.00
	9521	DESIGN & CONST. MGMNT FOR ZONE	\$2,987.50	82224413-80230	INFRASTRUCTURE	\$2,987.50
	Vendor Total:					\$3,197.50
SONSRAY MACHINERY LLC	P14637-04	PARTS AS NEEDED	\$203.02	84024421-56130	EXTERNAL SERVICES	\$0.88
				84024421-56130	EXTERNAL SERVICES	\$203.02
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.88)
				Vendor Total:		\$203.02
STAPLES CREDIT PLAN	69955	OFFICE SUPPLIES, MISC AS NEEDE	\$17.32	10020210-54201	PRISONER EXPENSE	\$17.32
	73035.1	OFFICE SUPPLIES, MISC AS NEEDE	\$40.09	10013400-54100	SUPPLIES	\$40.09
	75577	OFFICE SUPPLIES, MISC AS NEEDE	\$303.44	10020210-54100	SUPPLIES	\$303.44

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	32406	OFFICE SUPPLIES, MISC AS NEEDED	\$54.18	10022100-54100	SUPPLIES	\$54.18
	29452	OFFICE SUPPLIES, MISC AS NEEDED	\$43.34	69122700-54100	SUPPLIES	\$43.34
	74341	OFFICE SUPPLIES, MISC AS NEEDED	\$59.13	82024411-54100	SUPPLIES	\$59.13
	75475	OFFICE SUPPLIES, MISC AS NEEDED	\$117.54	82024411-54100	SUPPLIES	\$117.54
	72904	OFFICE SUPPLIES, MISC AS NEEDED	\$64.99	84024425-54100	SUPPLIES	\$64.99
	71169	OFFICE SUPPLIES, MISC AS NEEDED	\$67.15	84024425-54100	SUPPLIES	\$67.15
Vendor Total:						\$767.18
STATE OF CALIFORNIA	55	CAL FIRE REIMBURSEMENT	\$32.21	10021000-44832	REIMBURSABLE JOBS - FIRE	\$32.21
	54	CAL FIRE REIMBURSEMENT	\$568.10	10021000-44832	REIMBURSABLE JOBS - FIRE	\$568.10
Vendor Total:						\$600.31
SYAR INDUSTRIES INC	677465	ASPHALT AS NEEDED	\$1,942.21	10024220-54128	PW - COLD PATCH MATERIAL	\$1,942.21
Vendor Total:						\$1,942.21
TAMI BARTOLOMEI	TA 3/14-3/16/18	TRAVEL ADVANCE	\$145.00	10022100-57100	CONFERENCE & TRAINING	\$145.00
Vendor Total:						\$145.00
TASC	IN1221411	FSA ADMIN FEES	\$150.00	10016100-52151	EMPLOYEE BENEFIT ADMIN FEES	\$150.00
Vendor Total:						\$150.00
TIM POMA	TA 3/14-3/16/18	TRAVEL ADVANCE	\$145.00	10022810-57100	CONFERENCE & TRAINING	\$145.00
Vendor Total:						\$145.00
TRIPLE S CAMERA SHOP	112114	PORTRAIT PHOTOGRAPHY	\$38.91	10010000-54100	SUPPLIES	\$38.91
Vendor Total:						\$38.91
TUFTS POLYGRAPH & INVESTIGATION	2018-398(A)	POLYGRAPH & INVESTIGATION SERVICES	\$700.00	10020210-52100	CONTRACTED SERVICES	\$700.00
	2018-399(A)	POLYGRAPH & INVESTIGATION SERVICES	\$700.00	10020210-52100	CONTRACTED SERVICES	\$700.00
Vendor Total:						\$1,400.00
TYLER BUSINESS FORMS	13137	CHECK STOCK	\$1,406.07	10013400-54100	SUPPLIES	\$1,406.07
Vendor Total:						\$1,406.07
UKIAH PAPER SUPPLY	1480954	JANITORIAL SUPPLIES, MISC AS N	\$149.88	77725200-56300	BUILDING MAINT. & REPAIR	\$149.88

List of Checks Presented for Approval on 3/2/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	481142	JANITORIAL SUPPLIES, MISC AS N	\$130.64	20822500-54102	SMALL TOOLS	\$130.64
	1480543	JANITORIAL SUPPLIES, MISC AS N	\$280.66	10022100-54100	SUPPLIES	\$280.66
	1481278	JANITORIAL SUPPLIES, MISC AS N	\$159.30	20822500-54100	SUPPLIES	\$159.30
	1480576	JANITORIAL SUPPLIES, MISC AS N	\$143.87	31122870-54100	SUPPLIES	\$143.87
	480669	JANITORIAL SUPPLIES, MISC AS N	\$217.48	73022600-54100	SUPPLIES	\$217.48
	480581	JANITORIAL SUPPLIES, MISC AS N	\$352.21	73022600-54100	SUPPLIES	\$352.21
	481454	JANITORIAL SUPPLIES, MISC AS N	\$436.82	73022600-54100	SUPPLIES	\$436.82
	1480598	JANITORIAL SUPPLIES, MISC AS N	\$370.14	80026400-54100	SUPPLIES	\$370.14
	1480556	JANITORIAL SUPPLIES, MISC AS N	\$26.68	82024414-54100	SUPPLIES	\$26.68
	480724	JANITORIAL SUPPLIES, MISC AS N	\$85.54	84024425-54100	SUPPLIES	\$85.54
	446441	JANITORIAL SUPPLIES, MISC AS N	\$213.26	84024425-54100	SUPPLIES	\$213.26
Vendor Total: -----						\$2,566.48
UKIAH ROD AND GUN CLUB	DV022118	INSTRUCTOR	\$176.00	10022850-52100	CONTRACTED SERVICES	\$176.00
					Vendor Total: -----	\$176.00
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN20177	JANITORIAL SERVICES - WWTP FYE	\$640.00	84024425-52100	CONTRACTED SERVICES	\$640.00
					Vendor Total: -----	\$640.00
UNIVAR USA INC	SJ864940	LIQUID SODIUM HYPOCHLORITE 12.	\$3,470.50	84024425-52100	CONTRACTED SERVICES	\$3,470.50
					Vendor Total: -----	\$3,470.50
VAUGHANS INDUSTRIAL REPAIR INC	025313	VAUGHAN PUMP INSPECTION LABOR	\$1,780.00	84024425-80100	MACHINERY & EQUIPMENT	\$1,780.00
					Vendor Total: -----	\$1,780.00
VECTRA BANK - HSA	DV030118	HSA PAYMENT	\$376.50	20700000-20537	HEALTH SAVINGS ACCOUNTS	\$376.50
					Vendor Total: -----	\$376.50
VWR INTERNATIONAL INC	8081389963	SUPPLIES AS NEEDED	\$269.96	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.05)

List of Checks Presented for Approval on 3/2/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VWR INTERNATIONAL INC	8081389963	SUPPLIES AS NEEDED	\$269.96	90000000-23028	MEASURE Y DISTRICT TAX	(\$1.05)
				84024425-54100	SUPPLIES	\$2.10
				84024425-54100	SUPPLIES	\$269.96
	8081397055	SUPPLIES AS NEEDED	\$595.68	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.61)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.61)
				84024425-54100	SUPPLIES	\$5.22
				84024425-54100	SUPPLIES	\$595.68
				Vendor Total:		\$865.64
WALMART COMMUNITY	07726	MISC ITEMS AS NEEDED	\$34.68	10024220-54120	PW - SPECIAL SUPPLIES	\$34.68
	09833	MISC ITEMS AS NEEDED	\$192.91	10024220-54120	PW - SPECIAL SUPPLIES	\$192.91
	02029	MISC ITEMS AS NEEDED	\$16.21	90000000-23256	SPECIAL EVENTS TRUST	\$16.21
	00249	MISC ITEMS AS NEEDED	\$128.73	90000000-23256	SPECIAL EVENTS TRUST	\$128.73
	02599	MISC ITEMS AS NEEDED	\$294.70	90000000-23256	SPECIAL EVENTS TRUST	\$294.70
	00923	MISC ITEMS AS NEEDED	\$10.37	73022600-54100	SUPPLIES	\$10.37
	06539	MISC ITEMS AS NEEDED	\$44.74	73022600-54100	SUPPLIES	\$44.74
	02607	MISC ITEMS AS NEEDED	\$31.79	77725200-54100	SUPPLIES	\$31.79
	09264	MISC ITEMS AS NEEDED	\$10.92	80026400-54100	SUPPLIES	\$10.92
	03309	MISC ITEMS AS NEEDED	\$2.15	82024411-54100	SUPPLIES	\$2.15
	03357	MISC ITEMS AS NEEDED	\$27.73	84024425-54100	SUPPLIES	\$27.73
			Vendor Total:		\$794.93	
WATEREUSE ASSOCIATION	DV 022218	REGISITRATION: WHITE & THIELE	\$1,120.00	83024430-54100	SUPPLIES	\$1,120.00
				Vendor Total:		\$1,120.00
WILLOW COUNTY WATER DIST	40351 FEB 18	UTILITES	\$20.00	31122870-55210	UTILITIES	\$20.00
	40353 FEB 18	UTILITES	\$38.64	31122870-55210	UTILITIES	\$38.64

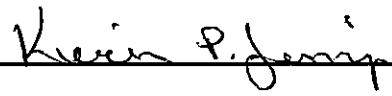
List of Checks Presented for Approval on 3/2/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WILLOW COUNTY WATER DIST	81154 FEB 18	UTILITIES	\$31.72	84024425-55210	UTILITIES	\$31.72
Vendor Total: -----						\$90.36
INVOICE TOTAL:						<u>\$668,167.79</u>

List of Checks Presented for Approval on 3/6/2018

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		
HI-TECH EMERGENCY VEHICLE SVC INC	159986	HOSE CLAMP	\$52.05	91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$52.05
Vendor Total:						\$52.05
LIFE ASSIST	839889	EMS SUPPLIES	\$140.47	91521400-54100	SUPPLIES	\$140.47
	842528	EMS SUPPLIES	\$1,254.58	91521400-54100	SUPPLIES	\$1,254.58
Vendor Total:						\$1,395.05
MENDO MILL & LUMBER CO	81167/1	ROUND BASE MAGNET	\$4.67	91521400-54100	SUPPLIES	\$4.67
	80893/1	SUPPLIES AS NEEDED	\$5.09	91521400-54100	SUPPLIES	\$5.09
	83425/1	PIPE TAPE	\$7.36	91521400-54100	SUPPLIES	\$7.36
	81567/1	STEERING WHEEL CLUB	\$8.05	91521400-54100	SUPPLIES	\$8.05
	82756/1	NITRILE GLOVE XL	\$8.78	91521400-54100	SUPPLIES	\$8.78
	83050/1	PLASTIC BUCKET	\$10.15	91521400-54100	SUPPLIES	\$10.15
	81468/1	SUPPLIES AS NEEDED	\$16.21	91521400-54100	SUPPLIES	\$16.21
	81293/1	SUPPLIES AS NEEDED	\$28.64	91521400-54100	SUPPLIES	\$28.64
	81467/1	SUPPLIES AS NEEDED	\$33.05	91521400-54100	SUPPLIES	\$33.05
	280287/2	DEWALT BATTERY	\$49.61	91521400-54100	SUPPLIES	\$49.61
	81679/1	DEWALT BATTERY	\$96.63	91521400-54100	SUPPLIES	\$96.63
	82339/1	DEWALT BATTERY	\$96.63	91521400-54100	SUPPLIES	\$96.63
Vendor Total:						\$364.87
OPPERMAN & SON INC	1280430033	BUZZER	\$54.53	91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$54.53
Vendor Total:						\$54.53
PEHLING & PEHLING	822	UVFD AUDIT FOR YEAR ENDED 6/30	\$2,325.00	91521400-52100	CONTRACTED SERVICES	\$2,325.00
Vendor Total:						\$2,325.00

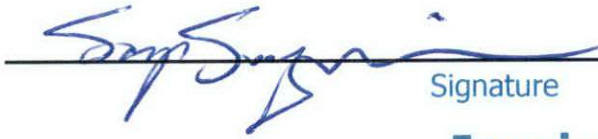
List of Checks Presented for Approval on 3/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PR BUSHBY SHARPENING INC	313093	CHAINSAW SHARPENING	\$10.00	91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.00
Vendor Total:						\$10.00
STAPLES CREDIT PLAN	2007401411	SUPPLIES AS NEEDED	\$36.92	91521400-54100	SUPPLIES	\$36.92
	3356	SUPPLIES AS NEEDED	\$245.06	91521400-54100	SUPPLIES	\$245.06
Vendor Total:						\$281.98
SYDNEY DEARBORN	20180305	REIMBURSEMENT MEDICAL INSURANCE	\$1,669.16	91500000-20561	ACCRUED SICK	\$1,669.16
Vendor Total:						\$1,669.16
INVOICE TOTAL:						\$6,152.64

List of Checks Presented for Approval on 3/9/2018

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

 3-15-18 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
101 TRAILER & RV	02/26/18	20FT EQUIPMENT TRAILER	\$5,578.70	10024220-80100	MACHINERY & EQUIPMENT	\$1,859.55
				82024414-80100	MACHINERY & EQUIPMENT	\$1,859.59
				84024421-80100	MACHINERY & EQUIPMENT	\$1,859.56
				Vendor Total:		\$5,578.70
ACCURATE FORKLIFT INC	011052453	PULSE GENERATOR	\$283.88	80026400-56130	EXTERNAL SERVICES	\$1.26
				80026400-56130	EXTERNAL SERVICES	\$283.88
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.26)
				Vendor Total:		\$283.88
ALL-GUARD ALARM SYSTEMS INC	A168500	MONTHLY MONITORING AT WWTP	\$81.80	84024425-52100	CONTRACTED SERVICES	\$81.80
				Vendor Total:		\$81.80
ALPHA ANALYTICAL LABORATORIES INC	8012390-UKIAH	MISCELLANEOUS LABORATORY WORK	\$44.00	82024411-54100	SUPPLIES	\$44.00
				82024414-54100	SUPPLIES	\$44.00
	8011517-UKIAH	MISCELLANEOUS LABORATORY WORK	\$44.00	Vendor Total:		\$88.00
AMAZON CAPITAL SERVICES	1767-KT4G-QVCC	EUD OFFICE SUPPLIES	\$86.60	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.11)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.43)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.43)
				90000000-23013	STATE USE TAX LIABILITY	(\$4.21)
				80026400-54100	SUPPLIES	\$5.18
				80026400-54100	SUPPLIES	\$86.60
				Vendor Total:		\$628.34
	1YGY-MJ6J-9XQ7	KINDLE FIRE 7" DISPLAY TABLETS	\$541.74	90000000-23256	SPECIAL EVENTS TRUST	\$541.74
Vendor Total:						\$628.34

List of Checks Presented for Approval on 3/9/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMWINS GROUP BENEFITS INC	5168233	FEB 18 RETIREE HEALTH INSURANCE	\$986.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$986.00
					Vendor Total:	\$986.00
ANIXTER	3814278-00	INSULATED PINS - LONG SHANK	\$372.81	80026110-54100	SUPPLIES	\$372.81
					Vendor Total:	\$372.81
ARAMARK UNIFORM SERVICES	703719238	MAT & TOWEL SERVICE	\$110.13	20822500-56300	BUILDING MAINT. & REPAIR	\$110.13
	703739869	MAT & TOWEL SERVICE	\$110.13	20822500-56300	BUILDING MAINT. & REPAIR	\$110.13
	703708993	MAT & TOWEL SERVICE	\$59.52	31122870-56300	BUILDING MAINT. & REPAIR	\$59.52
	703729581	MAT & TOWEL SERVICE	\$59.52	31122870-56300	BUILDING MAINT. & REPAIR	\$59.52
	703719239	MAT & TOWEL SERVICE	\$84.83	73022600-56300	BUILDING MAINT. & REPAIR	\$84.83
	703739870	MAT & TOWEL SERVICE	\$84.83	73022600-56300	BUILDING MAINT. & REPAIR	\$84.83
	703709008	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
	703719258	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
	703729596	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
	703739888	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
					Vendor Total:	\$732.76
ARGONAUT CONSTRUCTORS	12	2016 SEWER & WATER REPLACEMENT	\$25,136.90	51024220-80230	INFRASTRUCTURE	\$25,136.90
					Vendor Total:	\$25,136.90
AT&T	3138 FEB 18	DSL FOR 911 REMOTE SUPPORT	\$85.71	20620231-55100	TELEPHONE	\$85.71
					Vendor Total:	\$85.71
BJ'S EMBROIDERY	12657	EMBROIDERY SERVICES	\$90.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.45)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.45)
				90000000-23013	STATE USE TAX LIABILITY	(\$6.53)

List of Checks Presented for Approval on 3/9/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BJ'S EMBROIDERY	12657	EMBROIDERY SERVICES	\$90.00	82024411-54100	SUPPLIES	\$7.55
				82024411-54100	SUPPLIES	\$90.00
				Vendor Total:		\$90.00
BRAD BOWERS	TA 3/18-23/18	TRAVEL ADVANCE	\$1,179.33	80026400-57100	CONFERENCE & TRAINING	\$1,179.33
					Vendor Total:	\$1,179.33
CHRISTOPHER DEWEY	TA 3/17-19/18	TRAVEL ADVANCE	\$135.00	10020210-57100	CONFERENCE & TRAINING	\$135.00
					Vendor Total:	\$135.00
CHRISTOPHER JOHN WATT	DV030618	PLANNING COMMISSION STIPEND	\$1,200.00	10010000-51120	NON-REGULAR SALARIES & WAGES	\$1,200.00
					Vendor Total:	\$1,200.00
CODE PUBLISHING COMPANY	59231	CODIFICATION SERVICES AS PER A	\$350.00	10012500-52100	CONTRACTED SERVICES	\$350.00
	59264	CODIFICATION SERVICES AS PER A	\$900.90	10012500-52100	CONTRACTED SERVICES	\$900.90
			Vendor Total:		\$1,250.90	
COMCAST	0472 DEC 17	INTERNET SERVICES	\$172.19	73022600-55100	TELEPHONE	\$172.19
	0472 FEB 18	INTERNET SERVICES	\$172.19	73022600-55100	TELEPHONE	\$172.19
			Vendor Total:		\$344.38	
CWEA	DV030218	REGISTRATION - PUMPS, VALVES & INSTRUMENTATION	\$580.00	82024411-57100	CONFERENCE & TRAINING	\$290.00
				84024425-57100	CONFERENCE & TRAINING	\$290.00
				Vendor Total:		\$580.00
DARLENE R SIMPSON	8716	HYDRO GRATING AND HANDRAIL PRO	\$18,048.94	80100000-80220	BUILDING IMPROVEMENTS	\$18,048.94
					Vendor Total:	\$18,048.94
DC ELECTRIC GROUP INC	40071	J3543-N STATE & NORTON-PEDS IN RECALL	\$225.90	10024214-52100	CONTRACTED SERVICES	\$225.90
	40084	J3476-BBS TESTING @ VARIOUS INTERSECTIONS	\$5,073.69	10024214-52100	CONTRACTED SERVICES	\$5,073.69
			Vendor Total:		\$5,299.59	
DEANN BVERGLER-HOWE	54302	YOUTH BASKETBALL SHOOT-A-THON	\$613.94	90000000-23256	SPECIAL EVENTS TRUST	\$613.94
					Vendor Total:	\$613.94
DEEP VALLEY SECURITY	325666	ALARM SERVICES PER ATTACHED CO	\$133.32	10022100-52100	CONTRACTED SERVICES	\$133.32
					Vendor Total:	\$133.32

List of Checks Presented for Approval on 3/9/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEPARTMENT OF JUSTICE	275787	CALIFORNIA LAW ENFORCEMENT TEL	\$1,200.48	20620231-55100	TELEPHONE	\$1,200.48
Vendor Total:						\$1,200.48
DEPARTMENT OF TRANSPORTATION	18-C1701UKIA01	REIMBURSEMENT - N STATE SIGNAL MAINTENANCE	\$9,710.00	50924210-80230	INFRASTRUCTURE	\$9,710.00
Vendor Total:						\$9,710.00
ELLIES MUTT HUT	613886	INTERVIEW LUNCH	\$63.50	10016100-54163	HR - INTERVIEW SUPPLIES	\$63.50
Vendor Total:						\$63.50
EUREKA OXYGEN CO	U 152830	EQUIPMENT MAINTENANCE	\$76.34	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$76.34
Vendor Total:						\$76.34
EVERGREEN JOB & SAFETY TRAINING INC	751	EDUCATIONAL/TRAINING SERVICES	\$4,218.24	80026110-52100	CONTRACTED SERVICES	\$4,218.24
Vendor Total:						\$4,218.24
FASTENAL	CAUKA29752	MISC SUPPLIES AS NEEDED FOR EUD	\$82.05	80026110-54100	SUPPLIES	\$82.05
	CAUKA29823	MISC SUPPLIES AS NEEDED	\$399.04	84024421-54100	SUPPLIES	\$399.04
Vendor Total:						\$481.09
FRANK ROMANO	UPD1312018	ANNUAL K9 TRAINING	\$700.00	10020210-54100	SUPPLIES	\$700.00
Vendor Total:						\$700.00
GARTON TRACTOR INC	CU34863	PARTS AS NEEDED	\$68.71	10022100-56130	EXTERNAL SERVICES	\$68.71
Vendor Total:						\$68.71
GAYNOR TELESYSTEMS INC	INV000034600	SERVICE CALL FOR CARD READERS	\$75.00	20913900-52100	CONTRACTED SERVICES	\$75.00
Vendor Total:						\$75.00
GCS ENVIRONMENTAL EQUIP SRVS	17090	PARTS & SUPPLIES AS NEEDED	\$116.11	10024220-56130	EXTERNAL SERVICES	\$116.11
Vendor Total:						\$116.11
GHD INC	95438	DESIGN OF WELL #9	\$3,395.00	82024410-52100	CONTRACTED SERVICES	\$3,395.00
	95642	TRANSPORTATION IMPROVEMENTS RE	\$7,521.00	10024220-80230	INFRASTRUCTURE	\$7,521.00
	95555	TRANSPORTATION IMPROVEMENTS RE	\$15,750.50	10024220-80230	INFRASTRUCTURE	\$15,750.50
Vendor Total:						\$26,666.50
GINA GRECO	DV030118	INSTRUCTOR	\$1,820.00	10022850-52100	CONTRACTED SERVICES	\$1,820.00
Vendor Total:						\$1,820.00

List of Checks Presented for Approval on 3/9/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	Allocation Detail
GOLDEN GATE BRIDGE TOLL	I691837859701	BRIDGE TOLL	\$7.75	10016100-57100	CONFERENCE & TRAINING \$7.75
					Vendor Total: \$7.75
INFOSEND INC	131054	PRINT & MAIL SERVICES	\$944.66	90000000-23259	PARADE OF LIGHTS \$472.33
				69122700-54100	SUPPLIES \$472.33
					Vendor Total: \$944.66
INGRID BOWERS	DV030118	INSTRUCTOR	\$224.00	10022850-52100	CONTRACTED SERVICES \$224.00
					Vendor Total: \$224.00
INSTRUMENT TECHNOLOGY CORPORATION	14910	SERVICE - TUNE TEST & CALIBRATE	\$314.47	80026120-52100	CONTRACTED SERVICES \$1.08
				80026120-52100	CONTRACTED SERVICES \$314.47
				90000000-23237	DISTRICT USE TAX-MEASURE S (\$0.54)
				90000000-23028	MEASURE Y DISTRICT TAX (\$0.54)
					Vendor Total: \$314.47
INTERCOUNTY MECHANICAL & ELECTRICAL INC	6353	WATER LEAK AT GRACE HUDSON MUSEUM	\$1,828.89	20822500-56300	BUILDING MAINT. & REPAIR \$1,828.89
					Vendor Total: \$1,828.89
INTERSTATE BATTERIES	364993	BATTERIES	\$214.56	10020210-56130	EXTERNAL SERVICES \$214.56
	365035	BATTERIES	\$214.56	10020210-56130	EXTERNAL SERVICES \$214.56
	300009492	BATTERIES	\$271.12	80026400-56130	EXTERNAL SERVICES \$271.12
	364955	BATTERIES	\$216.50	84024421-56130	EXTERNAL SERVICES \$216.50
					Vendor Total: \$916.74
JAMES JEFFERS	DV030518	BOOT ALLOWANCE	\$125.00	80026210-54100	SUPPLIES \$125.00
					Vendor Total: \$125.00
JAMES REESE	18835	JANITORIAL SERVICES	\$420.00	73022600-56300	BUILDING MAINT. & REPAIR \$420.00
					Vendor Total: \$420.00
JENNIFER ANNE DUTTON	115898-9	ELECTRIC/PV REIMBURSEMENT	\$212.90	90100000-10421	UTILITY RECEIVABLES CLEARING \$212.90
					Vendor Total: \$212.90
JOHN AGUILAR	DV021618.1	REIMBURSEMENT - WTO CERTIFICATE	\$45.00	82024414-59101	FEES \$45.00
					Vendor Total: \$45.00

List of Checks Presented for Approval on 3/9/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	Allocation Detail	
JOHN CHAN PLUMBING INC	19457	SERVICE CALL - AIRPORT	\$1,017.02	77725200-56300	BUILDING MAINT. & REPAIR	\$1,017.02
					Vendor Total:	\$1,017.02
JOHN HAMNER	DV022718	REGISTRATION - ALONZO FRIAS & GABRIEL QUINONEZ	\$180.00	82024411-57100	CONFERENCE & TRAINING	\$180.00
	DV022618	REGISTRATION - NICK KIRBY	\$90.00	82024414-57100	CONFERENCE & TRAINING	\$90.00
					Vendor Total:	\$270.00
JOHNSON'S QUALITY TREE CARE AND LOGGING CO LLC	E4069	REMOVAL OF LARGE OAK TREE AT 555 CYPRESS ST	\$7,600.00	10022100-52100	CONTRACTED SERVICES	\$7,600.00
	E4015	REMOVAL OF TWO ASH TREES AT N SCHOOL ST	\$2,400.00	10024220-52100	CONTRACTED SERVICES	\$2,400.00
					Vendor Total:	\$10,000.00
LAURA CHRISTENSEN	DV030618	PLANNING COMMISSION STIPEND	\$1,200.00	10010000-51120	NON-REGULAR SALARIES & WAGES	\$1,200.00
					Vendor Total:	\$1,200.00
LES SCHWAB TIRE CENTER	64000343587	MISCELLANEOUS TIRE SERVICES AS	\$47.62	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$47.62
					Vendor Total:	\$47.62
LINCOLN AQUATICS	EW005986	REGISTRATION - R RAMOS/R RICETTI/J FOWLER	\$1,145.00	10022100-57100	CONFERENCE & TRAINING	\$1,145.00
					Vendor Total:	\$1,145.00
LINDA SANDERS	DV030618	PLANNING COMMISSION STIPEND	\$1,200.00	10010000-51120	NON-REGULAR SALARIES & WAGES	\$1,200.00
					Vendor Total:	\$1,200.00
MARK HILLIKER	DV030618	PLANNING COMMISSION STIPEND	\$1,200.00	10010000-51120	NON-REGULAR SALARIES & WAGES	\$1,200.00
					Vendor Total:	\$1,200.00
MARY HORGER	TR 2/20-23/18	TRAVEL REIMBURSEMENT	\$50.00	20413500-57100	CONFERENCE & TRAINING	\$50.00
					Vendor Total:	\$50.00
MARY WILLIAMSON	TA 3/20-23/18	TRAVEL ADVANCE	\$85.00	20413500-57100	CONFERENCE & TRAINING	\$85.00
					Vendor Total:	\$85.00
MATT KEIZER	TR 2/28/18	TRAVEL REIMBURSEMENT	\$171.96	10023320-57100	CONFERENCE & TRAINING	\$171.96
					Vendor Total:	\$171.96
MAUREEN MULHEREN	DV022718	2018 DONATION HOMETOWN HEROES	\$5,000.00	63320210-52100	CONTRACTED SERVICES	\$5,000.00
check voided - not disbursed DH						
					Vendor Total:	\$5,000.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MICHAEL L WHETZEL	DV030618.1	REIMBURSEMENT FOR IPAD	\$600.00	10023100-54330	COMPUTER AND TECHNOLOGY	\$600.00
	DV030618	PLANNING COMMISSION STIPEND	\$1,200.00	10010000-51120	NON-REGULAR SALARIES & WAGES	\$1,200.00
					Vendor Total:	\$1,800.00
MUNICIPAL MAINTENANCE EQUIPMENT	0125803-IN	MISCELLANEOUS PARTS AS NEEDED	\$170.46	84024421-56130	EXTERNAL SERVICES	\$0.54
				84024421-56130	EXTERNAL SERVICES	\$170.46
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.54)
					Vendor Total:	\$170.46
NAYELY GARCIA-FELIX	TA 3/19-3/23/18	TRAVEL ADVANCE	\$1,217.22	10020210-57100	CONFERENCE & TRAINING	\$1,217.22
					Vendor Total:	\$1,217.22
OMNI-MEANS LTD	1983	CONSULTING SERVICES SPEED ZONE	\$1,550.00	50824210-52100	CONTRACTED SERVICES	\$1,550.00
					Vendor Total:	\$1,550.00
ONE TIME PAY VENDOR	116968-9	UTILITY REFUND	\$48.30	90100000-10421	UTILITY RECEIVABLES CLEARING	\$48.30
	117126-3	UTILITY REFUND	\$110.02	90100000-10421	UTILITY RECEIVABLES CLEARING	\$110.02
	118182-5	UTILITY REFUND	\$144.93	90100000-10421	UTILITY RECEIVABLES CLEARING	\$144.93
					Vendor Total:	\$303.25
ONLINE INFORMATION SRVS INC	842786	UTILITY EXCHANGE REPORTING FY	\$154.20	20513300-52100	CONTRACTED SERVICES	\$154.20
					Vendor Total:	\$154.20
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 FEB 18	FEB 18 HEALTH INSURANCE	\$1,687.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,687.00
					Vendor Total:	\$1,687.00
OPPERMAN & SON INC	1280520039	MISCELLANEOUS PARTS AS NEEDED	\$80.96	10021210-56130	EXTERNAL SERVICES	\$40.48
				20324100-58510	REIMBURSABLE JOBS	\$40.48
	1280540037	MISCELLANEOUS PARTS AS NEEDED	\$116.18	10021210-56130	EXTERNAL SERVICES	\$58.09
				20324100-58510	REIMBURSABLE JOBS	\$58.09
	1280440061	MISCELLANEOUS PARTS AS NEEDED	(\$20.44)	10024220-56130	EXTERNAL SERVICES	(\$20.44)
	1280360019	MISCELLANEOUS PARTS AS NEEDED	\$20.49	10024220-56130	EXTERNAL SERVICES	\$20.49

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OPPERMAN & SON INC	1280500008	MISCELLANEOUS PARTS AS NEEDED	\$33.66	10024220-56130	EXTERNAL SERVICES	\$33.66
	1280360012	MISCELLANEOUS PARTS AS NEEDED	\$61.66	10024220-56130	EXTERNAL SERVICES	\$61.66
	1280520012	MISCELLANEOUS PARTS AS NEEDED	\$91.30	84024421-56130	EXTERNAL SERVICES	\$91.30
	1280570027	MISCELLANEOUS PARTS AS NEEDED	\$104.70	20324100-58510	REIMBURSABLE JOBS	\$104.70
Vendor Total:						\$488.51
OREN THOMPSON	01-023663-05	MISC PARTY RENTALS & SUPPLIES	\$301.28	73022600-54100	SUPPLIES	\$301.28
	Vendor Total:					\$301.28
PACE SUPPLY CORPORATION	024406068	MISCELLANEOUS ITEMS AS NEEDED	\$20.55	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$20.55
	024403694	MISCELLANEOUS ITEMS AS NEEDED	\$61.22	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$61.22
	024398541	MISCELLANEOUS ITEMS AS NEEDED	\$26.70	84024421-54100	SUPPLIES	\$26.70
	024403478	MISCELLANEOUS ITEMS AS NEEDED	\$80.25	84024421-54100	SUPPLIES	\$80.25
	024384172	MISCELLANEOUS ITEMS AS NEEDED	\$500.42	84024421-54100	SUPPLIES	\$500.42
Vendor Total:						\$689.14
PACIFIC ECORISK INC	14112	ACUTE TOXICITY TESTING (100% E	\$6,248.00	84024425-52100	CONTRACTED SERVICES	\$6,248.00
Vendor Total:						\$6,248.00
PACIFIC REDWOOD MEDICAL GROUP INC	759	JAN 18 DOT PHYSICAL EXAMS	\$268.80	82024414-59101	FEES	\$268.80
Vendor Total:						\$268.80
PERKOWSKI SCREEN PRINT	15583	SCREEN PRINTING SERVICES	\$313.46	10024220-54120	PW - SPECIAL SUPPLIES	\$313.46
Vendor Total:						\$313.46
PETERSON CAT	PC060143709	PARTS & SERVICE REPAIRS AS NEE	\$11.46	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.06)
				10024220-56130	EXTERNAL SERVICES	\$0.12
				10024220-56130	EXTERNAL SERVICES	\$11.46
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.06)
	PC060143768	PARTS & SERVICE REPAIRS AS NEE	\$171.84	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.80)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PETERSON CAT	PC060143768	PARTS & SERVICE REPAIRS AS NEE	\$171.84	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.80)
				20324100-58510	REIMBURSABLE JOBS	\$1.60
				20324100-58510	REIMBURSABLE JOBS	\$171.84
	PC060143794	PARTS & SERVICE REPAIRS AS NEE	\$19.08	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.09)
				20324100-58510	REIMBURSABLE JOBS	\$0.09
				20324100-58510	REIMBURSABLE JOBS	\$19.08
				Vendor Total:		\$202.38
PETERSON TRUCKS INC	282193P	FILTER LUBE OIL	\$5.89	10020210-56130	EXTERNAL SERVICES	\$5.89
				Vendor Total:		\$5.89
PFM ASSET MANAGEMENT LLC	PFM-85155	FINANCIAL ADVISORY SERVICES	\$4,184.45	10015100-52100	CONTRACTED SERVICES	\$4,184.45
				Vendor Total:		\$4,184.45
POWER INDUSTRIES INC	751400	SUPPLIES AS NEEDED	\$90.10	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.42)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.84
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$90.10
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.42)
				Vendor Total:		\$90.10
RAINBOW AGRICULTURAL SERVICES	4606	PARTS & MISC SUPPLIES AS NEEDE	\$93.79	10024220-54120	PW - SPECIAL SUPPLIES	\$93.79
	4422	PARTS & MISC SUPPLIES AS NEEDE	\$589.52	80026110-54102	SMALL TOOLS	\$589.52
	4214	PARTS & MISC SUPPLIES AS NEEDE	\$643.70	80026110-54102	SMALL TOOLS	\$643.70
	4430	PARTS & MISC SUPPLIES AS NEEDE	\$43.34	10020210-54100	SUPPLIES	\$43.34
	4992	PARTS & MISC SUPPLIES AS NEEDE	\$62.85	10020210-54100	SUPPLIES	\$62.85
	4165	PARTS & MISC SUPPLIES AS NEEDE	\$86.69	10020210-54100	SUPPLIES	\$86.69
	4893	PARTS & MISC SUPPLIES AS NEEDE	\$104.02	10020210-54100	SUPPLIES	\$104.02
	4503	PARTS & MISC SUPPLIES AS NEEDE	\$69.29	10022100-54100	SUPPLIES	\$69.29

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RAINBOW AGRICULTURAL SERVICES	4945	PARTS & MISC SUPPLIES AS NEEDED	\$69.97	10022100-54100	SUPPLIES	\$69.97
	4452	PARTS & MISC SUPPLIES AS NEEDED	\$14.08	80026110-54100	SUPPLIES	\$14.08
	Vendor Total:					\$1,777.25
REDWOOD COAST FUELS	1913884	CARDLOCK FUEL PURCHASES	\$226.73	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$226.73
	1910376	CARDLOCK FUEL PURCHASES	\$1,046.66	10021210-56130	EXTERNAL SERVICES	\$1,046.66
	0811060	CARDLOCK FUEL PURCHASES	\$591.80	20824300-56210	FUEL & FLUIDS	\$591.80
Vendor Total:					\$1,865.19	
REDWOOD EMPIRE AIKIKAI	DV030218	INSTRUCTOR	\$508.00	10022850-52100	CONTRACTED SERVICES	\$508.00
Vendor Total:					\$508.00	
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	18-3 EAP	MARCH 18 REMIF EAP INSURANCE	\$516.80	20112400-52525	WORKER'S COMP. EXPENSE	\$516.80
Vendor Total:					\$516.80	
REDWOOD QUALITY MANAGEMENT CORPORATION INC	DV022718	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
Vendor Total:					\$2,000.00	
REXEL USA INC	P790159	MISC ELECTRICAL SUPPLIES AS NEEDED	\$22.73	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$22.73
	P777191	MISC ELECTRICAL SUPPLIES AS NEEDED	\$128.85	82024411-54100	SUPPLIES	\$128.85
	P782947	MISC ELECTRICAL SUPPLIES AS NEEDED	\$322.13	82024411-54100	SUPPLIES	\$322.13
Vendor Total:					\$473.71	
RICHARD DALE	DV022618	BOOT ALLOWANCE	\$75.85	10024220-54120	PW - SPECIAL SUPPLIES	\$75.85
Vendor Total:					\$75.85	
RINO PACIFIC	CL21853	FUEL AS NEEDED	\$345.00	82024414-56210	FUEL & FLUIDS	\$186.30
				84024421-56210	FUEL & FLUIDS	\$158.70
Vendor Total:					\$345.00	
RKS RESEARCH & CONSULTING	S4621	CMUA 2018 STATEWIDE SURVEY	\$3,000.00	80026400-52100	CONTRACTED SERVICES	\$3,000.00
Vendor Total:					\$3,000.00	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ROBERT JAMES COCHRAN	000088	PHOTOGRAPHY SERVICES	\$450.00	75012700-52515	ADVERTISING & PUBLICATION	\$450.00
					Vendor Total:	\$450.00
RONALD DONOHUE	TA 3/11-3/16/18	TRAVEL ADVANCE	\$785.65	10020224-57100	CONFERENCE & TRAINING	\$785.65
					Vendor Total:	\$785.65
SACRAMENTO ENVELOPE COMPANY, INC	101900	A-4 UTILITY ENVELOPES	\$566.88	20513300-54100	SUPPLIES	\$566.88
					Vendor Total:	\$566.88
SANTA ROSA JUNIOR COLLEGE	AR18-01410	POLICE ACADEMY SAMMIE MARSH	\$3,551.00	10020210-57100	CONFERENCE & TRAINING	\$3,551.00
					Vendor Total:	\$3,551.00
SCHNEIDER ELECTRIC IT USA INC	12123307	SERVER ROOM BATTERY REPLACE	\$1,889.32	20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,889.32
	12140735	SERVER ROOM BATTERY REPLACE	\$7,321.32	20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$25.43
				20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$7,321.32
				90000000-23028	MEASURE Y DISTRICT TAX	(\$25.43)
	12123310	SERVER ROOM BATTERY REPLACE	\$10,593.45	20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$36.79
				20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10,593.45
				90000000-23028	MEASURE Y DISTRICT TAX	(\$36.79)
	12136728	BACKUP BATTERY REPLACEMENT	\$1,119.70	20620231-54100	SUPPLIES	\$1,119.70
	12140763	BACKUP BATTERY REPLACEMENT	\$6,706.25	20620231-54100	SUPPLIES	\$6,706.25
					Vendor Total:	\$27,630.04
SCOTT BRANSON	TR 2/18-2/23/18	TRAVEL REIMBURSEMENT	\$135.53	80026210-57100	CONFERENCE & TRAINING	\$135.53
					Vendor Total:	\$135.53
SERVPRO	2067	OBSERVATORY PARK HOUSE	\$12,363.84	20216200-52522	LIABILITY INSURANCE DEDUCT	\$12,363.84
					Vendor Total:	\$12,363.84
SHI INTERNATIONAL CORP	B07804787	SYMANTEC ENDPOINT RENEWAL	\$2,536.47	20913900-54320	SOFTWARE	\$2,536.47
					Vendor Total:	\$2,536.47

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SMITHS CONCRETE CONSTRUCTION	327	BUILDING MAINTENANCE, INSTALLA	\$5,800.00	80100000-80230	INFRASTRUCTURE	\$5,800.00
					Vendor Total:	\$5,800.00
SOLID WASTES SYSTEMS INC	JAN 18	JAN 18 RESIDENTIAL GARBAGE FEE	\$31,769.16	90200000-52170	UKIAH WASTE SOLUTIONS	\$31,769.16
					Vendor Total:	\$31,769.16
TELSTAR INSTRUMENTS INC	93362	LEVEL TRANSDUCER FOR WELL 8	\$1,104.01	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,104.01
					Vendor Total:	\$1,104.01
TGIF REPAIRS INC	5488	PRINTER MAINTENANCE	\$175.00	80026400-52100	CONTRACTED SERVICES	\$175.00
	5489	PRINTER REPAIRS	\$210.00	10012500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$210.00
					Vendor Total:	\$385.00
THE COFFEE CRITIC INC	10370	MISC COFFEE SUPPLIES AS NEEDED	\$45.00	73022600-54100	SUPPLIES	\$45.00
					Vendor Total:	\$45.00
THOMAS KITA	DV030218	BOOT ALLOWANCE	\$150.00	20513382-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
TIMOTHY SCOTT POMA	DV022318	INSTRUCTOR	\$144.00	10022850-52100	CONTRACTED SERVICES	\$144.00
					Vendor Total:	\$144.00
TRANSFORMER TECHNOLOGIES, LLC	22711	ELECTRICAL EQUIPMENT AND SUPPL	\$3,000.00	80026110-52100	CONTRACTED SERVICES	\$1,500.00
				80026120-52100	CONTRACTED SERVICES	\$1,500.00
					Vendor Total:	\$3,000.00
TRIPLE S CAMERA SHOP	112145	PHOTOGRAPHY SERVICES	\$16.20	10010000-54100	SUPPLIES	\$16.20
	112139	PHOTOGRAPHY SERVICES	\$108.32	10010000-54100	SUPPLIES	\$108.32
					Vendor Total:	\$124.52
UKIAH ROUND TREE GLASS	159317	GLASS	\$27.02	20824300-56300	BUILDING MAINT. & REPAIR	\$27.02
					Vendor Total:	\$27.02
UNION BANK OF CALIFORNIA	1080001 2/13/18	TRUST FEES 11/1/17-1/31/18	\$1,181.00	10015100-52100	CONTRACTED SERVICES	\$875.00
				96995601-52100	CONTRACTED SERVICES	\$153.00
				96995669-52100	CONTRACTED SERVICES	\$153.00
					Vendor Total:	\$1,181.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UNIVAR USA INC	SJ865943	SODIUM BISULFITE	\$3,944.50	84024425-52100	CONTRACTED SERVICES	\$3,944.50
					Vendor Total:	\$3,944.50
URBAN TREE FARM NURSERY INC	44203	TREES	\$389.27	10022100-54100	SUPPLIES	\$389.27
					Vendor Total:	\$389.27
US POST OFFICE	243	FIRST CLASS PRESORT	\$225.00	20513300-54101	POSTAGE	\$225.00
					Vendor Total:	\$225.00
VERIZON WIRELESS	9802001430	DATA & EMERGENCY LOANER PHONES	\$1,484.64	80026210-52100	CONTRACTED SERVICES	\$48.25
				80100000-80100	MACHINERY & EQUIPMENT	\$114.03
				10022100-54100	SUPPLIES	\$38.01
				10022300-54100	SUPPLIES	\$38.01
				10022840-54100	SUPPLIES	\$38.01
				10020210-55100	TELEPHONE	\$76.02
				10023100-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$63.35
				10024220-55100	TELEPHONE	\$53.72
				20913900-55100	TELEPHONE	\$384.91
				70024500-55100	TELEPHONE	\$28.51
				77725200-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$152.04
				82024410-55100	TELEPHONE	\$110.86
				82024411-55100	TELEPHONE	\$76.02
				84024420-55100	TELEPHONE	\$72.85
				84024421-55100	TELEPHONE	\$114.03
					Vendor Total:	\$1,484.64
VITISYSTEMS INC	582280	LABORATORY TESTING	\$285.00	84024425-52100	CONTRACTED SERVICES	\$285.00
					Vendor Total:	\$285.00
WESCO DISTRIBUTION INC	557286	SUPPLIES AS NEEDED	\$116.50	80000000-12104	INVENTORY - PURCHASES	\$116.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WESCO DISTRIBUTION INC	553880	ELECTRICAL EQUIPMENT AND SUPPL	\$374.98	80000000-12104	INVENTORY - PURCHASES	\$374.98
Vendor Total:						----- \$491.48
INVOICE TOTAL:						<u>\$263,277.23</u>

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALHAMBRA NATIONAL WATER	5109554 030618	DRINKING WATER SERVICES	\$95.74	84024425-54100	SUPPLIES	\$65.76
Vendor Total:						\$95.74
ALONZO FRIAS	TR 3/2/18	TRAVEL REIMBURSEMENT	\$45.00	82024411-57100	CONFERENCE & TRAINING	\$45.00
Vendor Total:						\$45.00
ALSCO-AMERICAN LINEN DIVISION	LSRO1047134	LAUNDRY SERVICE	\$260.67	20324100-52100	CONTRACTED SERVICES	\$260.67
	LSRO1050065	LAUNDRY SERVICE	\$260.67	20324100-52100	CONTRACTED SERVICES	\$260.67
Vendor Total:						\$521.34
AMWINS GROUP BENEFITS INC	5210073	MARCH 2018 RETIREE HEALTH INSURANCE	\$992.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$992.00
Vendor Total:						\$992.00
ANIXTER	3815334-00	SUPPLIES AS NEEDED	\$1,003.99	80000000-12104	INVENTORY - PURCHASES	\$1,003.99
Vendor Total:						\$1,003.99
ANTONIO MUNOZ	CFM032018	CITY CROSS-FIT TRAINING FOR FIRE ST	\$333.33	10021210-57100	CONFERENCE & TRAINING	\$333.33
Vendor Total:						\$333.33
APPLE INC	6724072937	IPAD PRO 10.5-INCH	\$1,133.19	82024411-54100	SUPPLIES	\$1,133.19
Vendor Total:						\$1,133.19
AT&T	000010996486	T1 TO INTERNET FOR DOJ/CLETS	\$300.60	10020210-55100	TELEPHONE	\$150.30
				20620231-55100	TELEPHONE	\$150.30
	000010994961	FIBER INTERNET GATEWAY	\$2,383.56	20913900-55100	TELEPHONE	\$2,383.56
	9678 MARCH18	INTERNET SERVICES	\$84.00	77725200-55100	TELEPHONE	\$84.00
	1718 MARCH18	CREDIT CARD TERMINAL	\$101.91	77725200-55100	TELEPHONE	\$101.91
Vendor Total:						\$2,870.07
B & B INDUSTRIAL SUPPLY INC	195116	MISCELLANEOUS MATERIALS AS NEE	\$23.35	82024411-54100	SUPPLIES	\$23.35
	195077	MISCELLANEOUS MATERIALS AS NEE	\$31.45	84024425-54100	SUPPLIES	\$31.45
Vendor Total:						\$54.80
BEST BEST & KRIEGER LLP	814417	RDA LEGAL SERVICES AS NEEDED	\$290.16	10017200-52100	CONTRACTED SERVICES	\$290.16
Vendor Total:						\$290.16

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CA BUILDING OFFICIALS	DV030618	MEMBERSHIP DUES	\$215.00	10023320-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$215.00
					Vendor Total:	\$215.00
CA PEACE OFFICERS ASSOC	106440	REGISTRATION	\$220.00	10020210-57100	CONFERENCE & TRAINING	\$220.00
					Vendor Total:	\$220.00
CA SURVEYING & DRAFTING SUPPLY INC	98497/3	SUPPLIES AS NEEDED	\$259.37	10024210-54100	SUPPLIES	\$259.37
					Vendor Total:	\$259.37
CANDICE RASMASON	TA 3/22/18	TRAVEL ADVANCE	\$144.97	10013400-57100	CONFERENCE & TRAINING	\$144.97
	TA 3/22-23/18	TRAVEL ADVANCE	\$352.33	10013400-57100	CONFERENCE & TRAINING	\$352.33
					Vendor Total:	\$497.30
CANTEEN SERVICE	10459	MISCELLANEOUS SUPPLIES AS NEED	\$193.57	10012200-54100	SUPPLIES	\$193.57
	5975:001382	WATER FILTRATION SERVICE POLIC	\$45.00	10020210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
					Vendor Total:	\$238.57
CHAMPION WIRE & CABLE	00277310	ELECTRICAL CABLES AND WIRES (N	\$3,117.50	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$3.63)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$14.50)
				80000000-12104	INVENTORY - PURCHASES	\$32.63
				80000000-12104	INVENTORY - PURCHASES	\$3,117.50
				90000000-23028	MEASURE Y DISTRICT TAX	(\$14.50)
					Vendor Total:	\$3,117.50
CHEVRON AND TEXACO BUSINESS CARD SVCS	5761742	FUEL AS NEEDED UPD	\$154.69	10020210-56210	FUEL & FLUIDS	\$154.69
					Vendor Total:	\$154.69
CINDY SAUERS	TR 1/16-18	TRAVEL REIMBURSEMENT	\$517.52	80026400-57100	CONFERENCE & TRAINING	\$517.52
					Vendor Total:	\$517.52
CRAWFORD & ASSOC INC	35388	ON-CALL PLANNING SERVICES	\$6,923.75	10023100-52100	CONTRACTED SERVICES	\$725.00
				10023100-52100	CONTRACTED SERVICES	\$1,993.75

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CRAWFORD & ASSOC INC	35388	ON-CALL PLANNING SERVICES	\$6,923.75	10023100-52100	CONTRACTED SERVICES	\$4,205.00
					Vendor Total:	\$6,923.75
DAPHINE HARRIS	TR 2/20-23	TRAVEL REIMBURSEMENT	\$30.00	10013200-57100	CONFERENCE & TRAINING	\$30.00
					Vendor Total:	\$30.00
DARLENE R SIMPSON	8768	HYDRO GRATING AND HANDRAIL PRO	\$18,048.94	80100000-80220	BUILDING IMPROVEMENTS	\$18,048.94
					Vendor Total:	\$18,048.94
DEEP VALLEY SECURITY	326117-4	SECURITY SYSTEM MONITORING AT	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	326117	ALARM SERVICES PER ATTACHED CO	\$379.50	10022100-52180	SECURITY SERVICES	\$26.95
				10022100-52180	SECURITY SERVICES	\$29.95
				10022822-52180	SECURITY SERVICES	\$22.95
				20822500-52180	SECURITY SERVICES	\$42.95
				20824300-52180	SECURITY SERVICES	\$49.00
				69122700-52180	SECURITY SERVICES	\$42.95
				69122700-52180	SECURITY SERVICES	\$42.95
				73022600-52180	SECURITY SERVICES	\$19.95
				73022600-52180	SECURITY SERVICES	\$21.95
				73022600-52180	SECURITY SERVICES	\$34.95
				82024411-52180	SECURITY SERVICES	\$20.00
				82024411-52180	SECURITY SERVICES	\$24.95
	326117-2	MONITORING - STREET/WATER DEPT	\$24.95	20824300-52180	SECURITY SERVICES	\$24.95
	326117-3	MONITORING - GARAGE	\$36.95	20824300-52180	SECURITY SERVICES	\$36.95
					Vendor Total:	\$481.35
DEFATTE EQUIPMENT INC	15582	2008 KOMATSU FORKLIFT	\$16,527.19	84024425-80100	MACHINERY & EQUIPMENT	\$16,527.19
					Vendor Total:	\$16,527.19
DEPARTMENT OF JUSTICE	287170	CHEM/TEST REPORT CRIMINAL INVE	\$490.00	10020210-52100	CONTRACTED SERVICES	\$490.00
					Vendor Total:	\$490.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EFAX CORPORATE	1044519	EFAX SERVICES	\$141.80	10012200-55100	TELEPHONE	\$141.80
					Vendor Total:	\$141.80
ELENA CEBALLOS	TA 3/24/18	TRAVEL ADVANCE	\$45.00	84024425-57100	CONFERENCE & TRAINING	\$45.00
					Vendor Total:	\$45.00
ENTENMANN-ROVIN CO	0133313-IN	PD BADGES	\$83.53	10020210-54100	SUPPLIES	\$83.53
					Vendor Total:	\$83.53
EUREKA OXYGEN CO	438836	EQUIPMENT MAINTENANCE	\$44.72	10020210-56130	EXTERNAL SERVICES	\$44.72
					Vendor Total:	\$44.72
EVERGREEN JOB & SAFETY TRAINING INC	763	EDUCATIONAL/TRAINING SERVICES	\$964.79	20526430-57100	CONFERENCE & TRAINING	\$964.79
	749	EDUCATIONAL/TRAINING SERVICES	\$2,109.12	80026110-52100	CONTRACTED SERVICES	\$1,054.56
				80026120-52100	CONTRACTED SERVICES	\$1,054.56
	762	EDUCATIONAL/TRAINING SERVICES	\$2,109.12	80026110-52100	CONTRACTED SERVICES	\$1,054.56
				80026120-52100	CONTRACTED SERVICES	\$1,054.56
					Vendor Total:	\$5,183.03
FRANK ROMANO	10600	K9 BOARDING AND CARE SERVICES	\$220.00	10020210-54100	SUPPLIES	\$220.00
	UPD2282018	ANNUAL K9 TRAINING	\$700.00	63020210-54100	SUPPLIES	\$700.00
					Vendor Total:	\$920.00
FREDERIC NICHOLS	2018-9823938-01	SB 90/STATE MANDATED COST - CONSULTING SERVICES	\$750.00	10020210-52100	CONTRACTED SERVICES	\$750.00
					Vendor Total:	\$750.00
GABE QUINONEZ	TR 3/2/18	TRAVEL REIMBURSEMENT	\$45.00	82024411-57100	CONFERENCE & TRAINING	\$45.00
					Vendor Total:	\$45.00
GARTON TRACTOR INC	CU34951	PARTS AS NEEDED	\$104.40	91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$104.40
					Vendor Total:	\$104.40
GAYNOR TELESYSTEMS INC	INV000034671	KEYFOBS	\$161.31	20822500-54100	SUPPLIES	\$161.31
					Vendor Total:	\$161.31

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GG-ONE SOFTWARE INC	2498	SUBSCRIPTION RENEWAL	\$684.00	20913900-54320	SOFTWARE	\$684.00
					Vendor Total:	\$684.00
GRAINGER INC	9721702976	PARTS AS NEEDED	\$704.56	82024411-54100	SUPPLIES	\$704.56
					Vendor Total:	\$704.56
GRANITE CONSTRUCTION COMPANY	1349069	MISC ROCK & ROAD PATCH MATERIA	\$602.61	82024414-54100	SUPPLIES	\$206.46
				84024421-54100	SUPPLIES	\$194.75
				84024421-54100	SUPPLIES	\$201.40
	1344400	MISC ROCK & ROAD PATCH MATERIA	\$1,902.63	82024414-54100	SUPPLIES	\$1,902.63
					Vendor Total:	\$2,505.24
HACH COMPANY	10863090	SUPPLIES AS NEEDED	\$279.45	84024425-52100	CONTRACTED SERVICES	\$279.45
					Vendor Total:	\$279.45
INTEGRITY SHRED	78762	SHREDDING SERVICES	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
	79262	SHREDDING SERVICES	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$114.00
INTERNATIONAL SOCIETY OF CRIME	16961	ICPS MEMBERSHIP: NANCY SAWYER	\$35.00	10020214-57100	CONFERENCE & TRAINING	\$35.00
					Vendor Total:	\$35.00
INTERSTATE SALES	17606	SUPPLIES AS NEEDED	\$385.27	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.69)
				10024220-54120	PW - SPECIAL SUPPLIES	\$0.69
				10024220-54120	PW - SPECIAL SUPPLIES	\$385.27
					Vendor Total:	\$385.27
INTERWEST CONSULTING GROUP INC	38956	ON-CALL BUILDING & PLAN CHECK	\$12,057.07	10023320-52100	CONTRACTED SERVICES	\$12,057.07
					Vendor Total:	\$12,057.07
ITRON INC	470472	FC300, SREAD RADIO FC300113342	\$1,173.03	20524412-56120	EQUIPMENT MAINTENANCE & REPAIR	\$586.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ITRON INC	470472	FC300, SREAD RADIO FC300113342	\$1,173.03	20526430-56120	EQUIPMENT MAINTENANCE & REPAIR	\$586.53
					Vendor Total:	\$1,173.03
JAROD THIELE	TA 3/24-27/18	TRAVEL ADVANCE	\$1,235.01	83024430-57100	CONFERENCE & TRAINING	\$1,235.01
					Vendor Total:	\$1,235.01
JASON CHAPMAN	TA 3/27-29/18	TRAVEL ADVANCE	\$135.00	63020210-57100	CONFERENCE & TRAINING	\$135.00
					Vendor Total:	\$135.00
JENNIFER COURSEY	1502	HAND UP NOT HAND OUT POSTER	\$603.00	10020210-52100	CONTRACTED SERVICES	\$603.00
	1494	PERFORMANCE AND SERVICE REVIEW	\$487.50	63020210-52100	CONTRACTED SERVICES	\$487.50
	1493	PHOTOGRAPHY SERVICES	\$663.80	63020210-52100	CONTRACTED SERVICES	\$663.80
					Vendor Total:	\$1,754.30
JOE FOWLER	TA 3/28-30/18	TRAVEL ADVANCE	\$80.00	10022100-57100	CONFERENCE & TRAINING	\$80.00
					Vendor Total:	\$80.00
KATE MARIANCHILD	DV030718	INSTRUCTOR	\$840.00	10022850-52100	CONTRACTED SERVICES	\$840.00
					Vendor Total:	\$840.00
KEN FOWLER MOTORS INC	14580	MISC AUTOMOTIVE PARTS AS NEEDED	\$270.94	10021210-56130	EXTERNAL SERVICES	\$270.94
					Vendor Total:	\$270.94
KERRY RANDALL	DV030718	REIMBURSEMENT SUPPLIES	\$128.14	73022600-54100	SUPPLIES	\$128.14
					Vendor Total:	\$128.14
KONOCI RIDGE CORPORATION	598833	EXTERMINATION SERVICES	\$98.00	91521400-52100	CONTRACTED SERVICES	\$98.00
	598508	EXTERMINATION SERVICES	\$102.00	91521400-52100	CONTRACTED SERVICES	\$102.00
					Vendor Total:	\$200.00
MATHESON TRI- GAS INC	17122582	OXYGEN & MISCELLANEOUS AS NEED	\$58.44	80026210-54100	SUPPLIES	\$58.44
					Vendor Total:	\$58.44
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	10807	HAZARDOUS WASTE DISPOSAL	\$246.00	77725200-56300	BUILDING MAINT. & REPAIR	\$246.00
					Vendor Total:	\$246.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MICROFLEX CORP #774353	IN1840784	GLOVES	\$339.78	10020210-54201	PRISONER EXPENSE	\$339.78
					Vendor Total:	\$339.78
MOTION INDUSTRIES INC	CA23-506904	BEARING, FITTING & MISCELLANEO	\$77.82	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$77.82
	CA23-507545	BEARING, FITTING & MISCELLANEO	\$642.71	82024414-54100	SUPPLIES	\$321.36
				84024421-54100	SUPPLIES	\$321.35
					Vendor Total:	\$720.53
MUNI SERVICES LLC	INV06-001879	BUSINESS LICENSE PROCESSING	\$4,590.00	10013400-52100	CONTRACTED SERVICES	\$4,590.00
					Vendor Total:	\$4,590.00
NCG SAFETY INC	503459	GLOVES - WWTP SUPPLIES	\$145.88	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.16)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.62)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.62)
				84024425-54100	SUPPLIES	\$1.40
				84024425-54100	SUPPLIES	\$145.88
	503457	GLOVE - WWTP SUPPLIES	\$151.81	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.18)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.71)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.71)
				84024425-54100	SUPPLIES	\$1.60
				84024425-54100	SUPPLIES	\$151.81
					Vendor Total:	\$297.69
NCPA	006102-0318022	NCPA MAR-18	\$646,592.00	80026300-58104	NCPA MANAGEMENT SERVICES	\$49,938.00
				80026300-58101	NCPA PLANT GENERATION	\$101,057.00
				80026300-58102	NCPA POWER PURCHASES	\$356,810.00
				80026300-58105	NCPA THIRD PARTY SALES	(\$50,118.00)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
NCPA	006102-0318022	NCPA MAR-18	\$646,592.00	80026300-58103	NCPA TRANSMISSION	\$188,905.00

						Vendor Total: \$646,592.00
OFFICE DEPOT	111519188001	PAPER, BINDERS	\$56.31	10016100-54160	HR - CITY LIABILITY & CONTRACT	\$16.22
				10012200-54100	SUPPLIES	\$40.09
	107456060001	PACKAGING DISPENSER AND TAPE	\$81.27	10012200-54100	SUPPLIES	\$81.27
	103695035001	HANGING FOLDERS	\$34.66	10013400-54100	SUPPLIES	\$34.66
	109554964001	TONER, 8-TAB DIVIDERS, BINDER CLIPS	\$190.39	10013400-54100	SUPPLIES	\$7.12
				20413500-54100	SUPPLIES	\$183.27
	110189108001	TONER	\$237.30	10013400-54100	SUPPLIES	\$237.30
	108481607001	STACKABLE DESK TRAY	\$12.12	10020210-54100	SUPPLIES	\$12.12
	106034033001	MOUSEPAD	\$14.89	10020210-54100	SUPPLIES	\$14.89
	106034032001	MOUSEPAD	\$15.63	10020210-54100	SUPPLIES	\$15.63
	106034034001	MOUSEPAD	\$16.75	10020210-54100	SUPPLIES	\$16.75
	106033610001	ENVELOPES, MEMO BOOK	\$19.71	10020210-54100	SUPPLIES	\$19.71
	108481496001	STACKABLE LETTER TRAY	\$24.38	10020210-54100	SUPPLIES	\$24.38
	103628908001	TONER	\$74.58	10020210-54100	SUPPLIES	\$74.58
	111330779001	TONER, TISSUE, PENS	\$287.32	10020210-54100	SUPPLIES	\$287.32
	111311800001	CALCULATOR, PAPER, PENS	\$103.25	10021210-54100	SUPPLIES	\$103.25
	107170276001	BINDER CLIPS, WHITEBOARD	\$24.05	10022810-54100	SUPPLIES	\$24.05
	107169939001	CARD HOLDER, PAPER TRAY, MOUSEPAD, HIGHLIGHTERS	\$46.30	10022810-54100	SUPPLIES	\$46.30
	107170275001	DURAMAT CHAIR MAT	\$220.23	10022810-54100	SUPPLIES	\$220.23
	108256003001	LONG POLY MAILERS	\$93.73	10023320-54100	SUPPLIES	\$93.73
	111521028001	BATTERIES	\$38.55	10024210-54100	SUPPLIES	\$38.55
	110035217001	ELECTRIC STAPLER	\$146.30	10024210-54100	SUPPLIES	\$48.77
				82024410-54100	SUPPLIES	\$48.77
				84024420-54100	SUPPLIES	\$48.76

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OFFICE DEPOT	109627011001	16 TUBE FILE ROLL	\$80.19	20413500-54100	SUPPLIES	\$80.19
	108012638001	PICTURE FRAME	\$23.18	80026400-54100	SUPPLIES	\$23.18
	108012928001	DOCUMENT WOOD FRAME	\$37.89	80026400-54100	SUPPLIES	\$37.89
	107672749001	COLORED TONER	\$321.84	80026400-54100	SUPPLIES	\$321.84
Vendor Total:						\$2,200.82
ONE TIME PAY VENDOR	DV030818	PERMIT REFUND - OAKWOOD CONSTRUCTION	\$3,287.92	90000000-23234	GENERAL PLAN UPDATE FEES	\$3,287.92
	0008638	RECREATION REFUND: ANGIE BLOOMFIELD	\$51.00	10022850-44915	RECREATION PROGRAM INCOME	\$51.00
	112341-3	UTILITY REFUND - LEE R RENO	\$35.12	90100000-10421	UTILITY RECEIVABLES CLEARING	\$35.12
	117497-8	UTILITY REFUND - SCOTT KLAISNER	\$39.29	90100000-10421	UTILITY RECEIVABLES CLEARING	\$39.29
	105524-3	UTILITY REFUND - TRACY L HENSON	\$40.90	90100000-10421	UTILITY RECEIVABLES CLEARING	\$40.90
	102852-1	UTILITY REFUND - DANA GRANT	\$51.26	90100000-10421	UTILITY RECEIVABLES CLEARING	\$51.26
	119219-4	UTILITY REFUND - MIGUEL SANCHEZ	\$101.66	90100000-10421	UTILITY RECEIVABLES CLEARING	\$101.66
	106579-6	UTILITY REFUND - ANDY WIESE REAL ESTATE	\$117.32	90100000-10421	UTILITY RECEIVABLES CLEARING	\$117.32
	118362-3	UTILITY REFUND - MIDSTATE CONSTRUCTION CO	\$216.76	90100000-10421	UTILITY RECEIVABLES CLEARING	\$216.76
Vendor Total:						\$3,941.23
ONESOURCE DISTRIBUTORS LLC	S5672256.003	ELECTRICAL EQUIPMENT AND SUPPL	\$203.22	80000000-12104	INVENTORY - PURCHASES	\$203.22
	S5706912.002	ELECTRICAL EQUIPMENT AND SUPPL	\$966.92	80000000-12104	INVENTORY - PURCHASES	\$966.92
	S5748496.002	ELECTRICAL EQUIPMENT AND SUPPL	\$1,136.12	80000000-12104	INVENTORY - PURCHASES	\$1,136.12
	S5675657.001	ELECTRICAL EQUIPMENT AND SUPPL	\$1,579.46	80000000-12104	INVENTORY - PURCHASES	\$1,579.46
	S5748496.001	ELECTRICAL EQUIPMENT AND SUPPL	\$2,414.00	80000000-12104	INVENTORY - PURCHASES	\$2,414.00
	S5751947.001	LAG SCREWS	\$42.27	80026110-54100	SUPPLIES	\$42.27
	S5751947.002	MACHINE BOLTS	\$262.70	80026110-54100	SUPPLIES	\$262.70

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ONESOURCE DISTRIBUTORS LLC	S5744510.001	ELECTRICAL EQUIPMENT AND SUPPL	\$2,047.20	80026110-54100	SUPPLIES \$2,047.20
					Vendor Total: \$8,651.89
OPERATING ENGINEERS UNION	1803-1.1	MAR 18 MISC UNION DUES	\$756.00	20700000-20509	P/R DEDUCT.- UNION DUES \$756.00
	1803-1	MAR 18 MISC UNION DUES	\$2,445.50	20700000-20509	P/R DEDUCT.- UNION DUES \$2,445.50
					Vendor Total: \$3,201.50
PACE SUPPLY CORPORATION	024411873	MISCELLANEOUS ITEMS AS NEEDED	\$33.37	82024411-56300	BUILDING MAINT. & REPAIR \$33.37
	024414500	MISCELLANEOUS ITEMS AS NEEDED	\$222.29	82024411-56300	BUILDING MAINT. & REPAIR \$222.29
	024429070	MISCELLANEOUS ITEMS AS NEEDED	\$25.17	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR \$25.17
	024428362	MISCELLANEOUS ITEMS AS NEEDED	\$150.06	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR \$150.06
	024423703	MISCELLANEOUS ITEMS AS NEEDED	\$248.26	80026110-54100	SUPPLIES \$248.26
	024369738	MISCELLANEOUS ITEMS AS NEEDED	\$577.90	82024414-54100	SUPPLIES \$577.90
					Vendor Total: \$1,257.05
PACIFIC REDWOOD MEDICAL GROUP INC	750	EMPLOYMENT SCREENING	\$116.00	91521400-54100	SUPPLIES \$116.00
					Vendor Total: \$116.00
PAYMENTUS GROUP INC	US18020035	CREDIT CARD PROCESSING SERVICE	\$2,758.40	20513300-52100	CONTRACTED SERVICES \$2,758.40
					Vendor Total: \$2,758.40
PCMG INC	B06936870101	STORAGE FOR DATA BACKUPS	\$1,449.97	20913900-54320	SOFTWARE \$1,449.97
					Vendor Total: \$1,449.97
PG&E CO	7075-1 MAR 18	PACIFIC GAS & ELECTRIC	\$98.49	10022100-55210	UTILITIES \$98.49
	0853-6 MAR 18	PACIFIC GAS & ELECTRIC	\$2,752.93	31122870-55210	UTILITIES \$2,752.93
					Vendor Total: \$2,851.42
POLLARDWATER. COM	0102587	NOZZEL WRENCH	\$160.30	82024414-54102	SMALL TOOLS \$160.30
					Vendor Total: \$160.30

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
POLYDYNE INC	1218184	LIQ POLYMER ALKYLAMINE	\$3,738.94	84024425-52100	CONTRACTED SERVICES	\$3,738.94
					Vendor Total:	\$3,738.94
PUBLIC SERVICE DEPARTMENT	CITY JAN 18	CITY UTILITIES	\$70,456.55	80626500-52133	MONTHLY DISCOUNT PROGRAM	\$135.24
				10012400-55210	UTILITIES	\$262.38
				10022100-55210	UTILITIES	\$5,838.93
				10022300-55210	UTILITIES	\$3,039.95
				10024214-55210	UTILITIES	\$510.41
				10024220-55210	UTILITIES	\$557.94
				20620231-55210	UTILITIES	\$59.90
				20822500-55210	UTILITIES	\$5,315.11
				20824300-55210	UTILITIES	\$1,371.21
				25024300-55210	UTILITIES	\$24.08
				64020213-55210	UTILITIES	\$468.94
				69122700-55210	UTILITIES	\$1,867.40
				73022600-55210	UTILITIES	\$2,093.38
				77725200-55210	UTILITIES	\$2,725.28
				80026400-55210	UTILITIES	\$2,024.77
				80526610-55210	UTILITIES	\$9,086.50
				82024411-55210	UTILITIES	\$10,908.63
				84024421-55210	UTILITIES	\$65.57
				84024425-55210	UTILITIES	\$24,100.93
	89690-2 JAN 18	CITY SEWER	\$145.35	31122870-55210	UTILITIES	\$145.35
	81411-1 UVFD FEB 18	SEWER SERVICE- SOUTH STATE ST	\$53.47	91521400-55210	UTILITIES	\$53.47
	90558-8 UVFD FEB 18	SEWER SERVICE- LOVERS LANE	\$79.87	91521400-55210	UTILITIES	\$79.87
					Vendor Total:	\$70,735.24
R EMMETT JONES	FEB 18	MANAGEMENT ADVISORY SERVICES	\$1,650.00	10012100-52100	CONTRACTED SERVICES	\$1,650.00
					Vendor Total:	\$1,650.00

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RAUL RAMOS	TA 3/28-30/18	TRAVEL ADVANCE	\$105.00	10022100-57100	CONFERENCE & TRAINING	\$105.00
					Vendor Total:	\$105.00
REDWOOD COAST FUELS	1914233	CARDLOCK FUEL PURCHASES	\$5,586.41	10020210-56210	FUEL & FLUIDS	\$16.34
				10020210-56210	FUEL & FLUIDS	\$89.96
				10020210-56210	FUEL & FLUIDS	\$1,781.13
				10020224-56210	FUEL & FLUIDS	\$41.37
				10022100-56210	FUEL & FLUIDS	\$433.64
				10024210-56210	FUEL & FLUIDS	\$18.94
				10024210-56210	FUEL & FLUIDS	\$52.70
				10024220-56210	FUEL & FLUIDS	\$967.30
				20324100-56210	FUEL & FLUIDS	\$139.14
				20822500-56210	FUEL & FLUIDS	\$147.53
				80026400-56210	FUEL & FLUIDS	\$837.96
				82024411-56210	FUEL & FLUIDS	\$249.04
				82024414-56210	FUEL & FLUIDS	\$18.94
				82024414-56210	FUEL & FLUIDS	\$94.63
				82024414-56210	FUEL & FLUIDS	\$271.83
				84024421-56210	FUEL & FLUIDS	\$18.94
				84024421-56210	FUEL & FLUIDS	\$80.61
				84024421-56210	FUEL & FLUIDS	\$231.56
				84024425-56210	FUEL & FLUIDS	\$94.85
	1901983	FUEL AND FLUIDS	\$1,219.00	91521400-56210	FUEL & FLUIDS	\$1,219.00
					Vendor Total:	\$6,805.41
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	18-03 HEALTHCOMP	MAR 18 REMIF INSURANCE PREMIUMS	\$227,645.60	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$22,164.60
				20700000-20520	P/R DEDUCT.-MEDICAL INS	\$188,699.00
				20700000-20510	REMIF DENTAL	\$13,870.00
				20700000-20511	REMIF VISION	\$2,912.00

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	18-02.1 HEALTHCOMP	FEB 18 REMIF INSURANCE PREMIUMS	\$228,510.40	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$22,182.80
				20700000-20520	P/R DEDUCT.-MEDICAL INS	\$189,634.00
				20700000-20510	REMIF DENTAL	\$13,818.00
				20700000-20511	REMIF VISION	\$2,875.60
				Vendor Total:		\$456,156.00
REDWOOD EMPIRE TITLE COMPANY	DV031518	DEPOSIT FOR NORGARD PROPERTY	\$10,000.00	82024411-80210	LAND ACQUISITION	\$10,000.00
				Vendor Total:		\$10,000.00
REDWOOD FORD	140317	PARTS & SERVICE REPAIRS AS NEE	\$89.95	10020210-56130	EXTERNAL SERVICES	\$89.95
	127793	PARTS & SERVICE REPAIRS AS NEE	\$195.12	80026400-56130	EXTERNAL SERVICES	\$195.12
				Vendor Total:		\$285.07
REXEL USA INC	P787026	LED LIGHTS	\$213.68	80526150-54100	SUPPLIES	\$213.68
				Vendor Total:		\$213.68
RICHARD ANDERSON	2018-0302-1	AGREEMENT FOR PROF.SVC'S FOR W	\$3,600.00	20913900-52100	CONTRACTED SERVICES	\$3,600.00
				Vendor Total:		\$3,600.00
RICHARD THORNTON	9388	TELEPHONE PRODUCTS & SERVICES	\$242.07	20913900-52100	CONTRACTED SERVICES	\$242.07
	9365	TELEPHONE PRODUCTS & SERVICES	\$623.22	20913900-52100	CONTRACTED SERVICES	\$623.22
				Vendor Total:		\$865.29
ROBERT RICETTI	TA 3/28-30/18	TRAVEL ADVANCE	\$80.00	10022100-57100	CONFERENCE & TRAINING	\$80.00
				Vendor Total:		\$80.00
ROGINA WATER COMPANY	0380 UVFD FEB 18	WATER SERVICE-SOUTH STATION	\$23.99	91521400-55210	UTILITIES	\$23.99
				Vendor Total:		\$23.99
SALES & USE TAX	00033409638	PRE-PAID SALES AND USE TAX	\$2,127.00	77725200-58401	AVIATION FUEL	\$551.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$22.00
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$203.00
				90000000-23028	MEASURE Y DISTRICT TAX	\$229.00

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SALES & USE TAX	00033409638	PRE-PAID SALES AND USE TAX	\$2,127.00	90000000-23013	STATE USE TAX LIABILITY	\$1,122.00
					Vendor Total:	\$2,127.00
SARAH BROWN	TA 3/22-23/18	TRAVEL ADVANCE	\$213.35	10013400-57100	CONFERENCE & TRAINING	\$213.35
					Vendor Total:	\$213.35
SCHAT'S BAKERY	FEB 18	PROVIDE MISCELLANEOUS FOOD DISH	\$108.07	10013200-57100	CONFERENCE & TRAINING	\$66.27
				31400000-54100	SUPPLIES	\$41.80
	FEB 18 CC	PROVIDE MISCELLANEOUS FOOD DISH	\$1,188.51	73022600-54100	SUPPLIES	\$1,188.51
					Vendor Total:	\$1,296.58
SEAN WHITE	TA 3/24-27/18	TRAVEL ADVANCE	\$1,484.62	83024430-57100	CONFERENCE & TRAINING	\$1,484.62
					Vendor Total:	\$1,484.62
SIRI GRADING & PAVING INC	DV030718	Spec 15-17 GHM Landscape Impro	\$11,880.50	31022700-80230	INFRASTRUCTURE	\$11,880.50
					Vendor Total:	\$11,880.50
SOLID WASTES SYSTEMS INC	364900	MISCELLANEOUS DUMP FEES	\$182.51	10024220-54120	PW - SPECIAL SUPPLIES	\$182.51
					Vendor Total:	\$182.51
SPORT & CYCLE INC	209696	SOFTBALLS	\$3,475.47	10022822-54100	SUPPLIES	\$3,475.47
					Vendor Total:	\$3,475.47
STERICYCLE INC	3004161670	"SHARPS" DISPOSAL AS NEEDED	\$57.66	10020210-54201	PRISONER EXPENSE	\$57.66
					Vendor Total:	\$57.66
SWITZER ASSOCIATES	1821	LEADERSHIP TRAINING - CHRIS DEWEY	\$275.00	63020210-57100	CONFERENCE & TRAINING	\$275.00
					Vendor Total:	\$275.00
THE LYMAN GROUP, INC	5206308	PROPANE	\$19.23	20824300-56210	FUEL & FLUIDS	\$19.23
	5205766	PROPANE	\$49.37	20824300-56210	FUEL & FLUIDS	\$49.37
					Vendor Total:	\$68.60
THE PEAVEY COMPANY	341330	SUPPLIES AS NEEDED	\$514.83	10020210-54201	PRISONER EXPENSE	\$514.83
					Vendor Total:	\$514.83
TRACTOR SUPPLY CREDIT PLAN	257687	MISCELLANEOUS SUPPLIES AS NEED	(\$325.11)	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$325.11)
	359654	MISCELLANEOUS SUPPLIES AS NEED	\$146.30	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$146.30

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
TRACTOR SUPPLY CREDIT PLAN	223017	MISCELLANEOUS SUPPLIES AS NEED	\$216.75	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$216.75
	258674	MISCELLANEOUS SUPPLIES AS NEED	\$89.93	10020210-54100	SUPPLIES	\$89.93
	200225367	MISCELLANEOUS SUPPLIES AS NEED	\$98.98	84024425-54100	SUPPLIES	\$98.98
Vendor Total:						\$226.85
TRANSENE COMPANY INC	155194	ACETATE BUFFER SOLUTION	\$725.63	84024425-54100	SUPPLIES	\$725.63
	Vendor Total:					\$725.63
TUFTS POLYGRAPH & INVESTIGATION	2018-394(B)	POLYGRAPH & INVESTIGATION SERVICES	\$396.95	10020210-52100	CONTRACTED SERVICES	\$396.95
	Vendor Total:					\$396.95
UKIAH AUTO PARTS	43421	AUTO & MACHINE PARTS & MATERIA	\$10.84	10020210-56130	EXTERNAL SERVICES	\$10.84
	40461	AUTO & MACHINE PARTS & MATERIA	\$16.22	10021210-56130	EXTERNAL SERVICES	\$16.22
	39456	AUTO & MACHINE PARTS & MATERIA	\$44.30	10022100-56130	EXTERNAL SERVICES	\$44.30
	39936	AUTO & MACHINE PARTS & MATERIA	\$1.43	10024220-56130	EXTERNAL SERVICES	\$1.43
	39937	AUTO & MACHINE PARTS & MATERIA	\$1.43	10024220-56130	EXTERNAL SERVICES	\$1.43
	042588	AUTO & MACHINE PARTS & MATERIA	\$240.22	20822500-56130	EXTERNAL SERVICES	\$240.22
	43432	AUTO & MACHINE PARTS & MATERIA	(\$54.00)	80026400-56130	EXTERNAL SERVICES	(\$54.00)
	43402	AUTO & MACHINE PARTS & MATERIA	\$276.86	80026400-56130	EXTERNAL SERVICES	\$276.86
	41083	AUTO & MACHINE PARTS & MATERIA	\$5.84	82024414-56130	EXTERNAL SERVICES	\$5.84
	041149	PARTS-POWER INVERTER	\$252.16	91521400-56130	EXTERNAL SERVICES	\$252.16
	43525	AUTO & MACHINE PARTS & MATERIA	\$32.38	20324100-58410	GARAGE LUBRICANTS & PARTS	\$32.38
	39532	AUTO & MACHINE PARTS & MATERIA	\$12.33	10022100-54100	SUPPLIES	\$12.33
	Vendor Total:					\$840.01
UKIAH DAILY JOURNAL	0006106957	PUBLIC NOTICE	\$136.13	10023100-52100	CONTRACTED SERVICES	\$136.13
	0006107846	PUBLIC NOTICE	\$142.49	10023100-52100	CONTRACTED SERVICES	\$142.49

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH DAILY JOURNAL	0006093954-01	EMPLOYMENT ADVERTISING	\$878.72	10016100-54162	HR - ADVERTISING	\$878.72
					Vendor Total:	\$1,157.34
UKIAH TROPHIES & GIFTS	835880	PLAQUE & ENGRAVING SERVICES	\$39.02	10020210-54201	PRISONER EXPENSE	\$39.02
	971850	NAME PLATE & ENGRAVING SERVICES	\$324.58	84024425-54100	SUPPLIES	\$324.58
					Vendor Total:	\$363.60
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN20274	JANITORIAL SERVICES - WWTP FYE	\$640.00	84024425-52100	CONTRACTED SERVICES	\$640.00
					Vendor Total:	\$640.00
UKIAH WASTE SOLUTIONS INC	364774	BIOSOLID REMOVAL	\$4,366.50	84024425-52100	CONTRACTED SERVICES	\$4,366.50
					Vendor Total:	\$4,366.50
ULINE	95263233	POLYTUBING	\$384.32	84024425-54100	SUPPLIES	\$384.32
					Vendor Total:	\$384.32
US BANK CORPORATE PAYMENT SERVICES	FEB 18	CAL CARD PURCHASES	\$4,541.69	10021210-57100	CONFERENCE & TRAINING	\$134.80
				91521400-57100	CONFERENCE & TRAINING	\$401.00
				10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$85.90
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$225.40
				91521400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$1,662.63
				91521400-54101	POSTAGE	\$7.25
				91521400-54100	SUPPLIES	\$1,387.02
				91521400-55100	TELEPHONE	\$637.69
					Vendor Total:	\$4,541.69
VECTRA BANK - HSA	DV030118	HSA PAYMENT	\$376.50	20700000-20537	HEALTH SAVINGS ACCOUNTS	\$376.50
					Vendor Total:	\$376.50
VIA MAGAZINE	22249331	WINTER 2018 ADVERTISING	\$1,985.00	75012700-52515	ADVERTISING & PUBLICATION	\$1,985.00
					Vendor Total:	\$1,985.00
WASTE MANAGEMENT	2726673-2561-2	GARBAGE SERVICE- NORTH STATION	\$121.68	91521400-55210	UTILITIES	\$121.68

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WASTE MANAGEMENT	2726671-2561-6	GARBAGE SERVICE-SOUTH STATION	\$121.68	91521400-55210	UTILITIES	\$121.68
					Vendor Total:	\$243.36
WESCO DISTRIBUTION INC	561244	ELECTRICAL EQUIPMENT AND SUPPL	\$93.20	80000000-12104	INVENTORY - PURCHASES	\$93.20
	557285	TREE PRUNER AND SAW	\$424.03	80026110-54100	SUPPLIES	\$424.03
					Vendor Total:	\$517.23
WILLOW COUNTY WATER DIST	10010 UVFD FEB 18	WATER SERVICE-SOUTH STATE ST	\$49.37	91521400-55210	UTILITIES	\$49.37
					Vendor Total:	\$49.37
WIPF CONSTRUCTION LLC	1261	DELIVERY OF VARIOUS MATERIALS	\$597.60	84024421-54100	SUPPLIES	\$597.60
					Vendor Total:	\$597.60
WITMER PUBLIC SAFETY GROUP	E1625944	FIRE CLOTHING	\$3,258.92	91521400-54100	SUPPLIES	\$3,258.92
					Vendor Total:	\$3,258.92
XEROX CORP	092464572	COPIER LEASE-SEE ADD'L DESCRIP	\$193.25	69122700-52100	CONTRACTED SERVICES	\$193.25
	092464571	COPIER LEASE-SEE ADD'L DESCRIP	\$317.78	73022600-52100	CONTRACTED SERVICES	\$317.78
	092464567	COPIER LEASE-SEE ADD'L DESCRIP	\$496.26	10012200-54500	EQUIP RENTS AND LEASES	\$496.26
	092464568	XEROX CB070H COPIER LEASE	\$768.60	10012200-54500	EQUIP RENTS AND LEASES	\$768.60
	092464573	COPIER LEASE-SEE ADD'L DESCRIP	\$1,282.66	10012200-54500	EQUIP RENTS AND LEASES	\$1,282.66
	092464570	COPIER LEASE-SEE ADD'L DESCRIP	\$236.93	10020210-54500	EQUIP RENTS AND LEASES	\$130.32
				10021210-54500	EQUIP RENTS AND LEASES	\$82.93
				20620231-54500	EQUIP RENTS AND LEASES	\$11.84
				64020213-54500	EQUIP RENTS AND LEASES	\$11.84
	092464569	COPIER LEASE-SEE ADD'L DESCRIP	\$434.58	10020210-54500	EQUIP RENTS AND LEASES	\$239.02
				10021210-54500	EQUIP RENTS AND LEASES	\$152.11
				20620231-54500	EQUIP RENTS AND LEASES	\$21.73

List of Checks Presented for Approval on 3/16/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail	
XEROX CORP	092464569	COPIER LEASE-SEE ADD'L DESCRIP	\$434.58	64020213-54500	EQUIP RENTS AND LEASES \$21.72

Vendor Total: \$3,730.06

INVOICE \$1,395,335.02
TOTAL:

List of Checks Presented for Approval on 3/23/2018

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

 4-5-18  
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail
AFLAC	657440	CANCER/LIFE/ACC INSURANCE	\$7,049.80	20700000-20527 SECTION 125 (CANCER & LIFE) \$7,049.80
				Vendor Total: \$7,049.80
AFLAC GROUP INSURANCE	A096507200	FEB 18 AFLAC CRITICAL CARE INSURANCE	\$496.45	20700000-20538 AFLAC CRITICAL ILLNESS POLICY \$496.45
				Vendor Total: \$496.45
AHL MOTORS	116709-7	PHOTOVOLTAIC REIMBURSEMENT	\$810.62	90100000-10421 UTILITY RECEIVABLES CLEARING \$810.62
				Vendor Total: \$810.62
AIR QUALITY MANAGEMENT DISTRICT	2730-5-26-97-06	ANNUAL PERMIT RENEWAL	\$102.59	70024500-59101 FEES \$102.59
				Vendor Total: \$102.59
AL SMATSKY	46	DESIGN, ENGINEERING & CONSULTANT	\$22,211.24	80100000-80230 INFRASTRUCTURE \$22,211.24
				Vendor Total: \$22,211.24
AMAZON CAPITAL SERVICES	14 LP-YX4Q-9KHN	MISCELLANEOUS SUPPLIES AS NEED	\$74.31	90000000-23252 DISTRICT USE TAX-LIBRARIES (\$0.10)
				90000000-23237 DISTRICT USE TAX-MEASURES (\$0.38)
				90000000-23028 MEASURE Y DISTRICT TAX (\$0.38)
				90000000-23013 STATE USE TAX LIABILITY (\$5.39)
				10023100-54100 SUPPLIES \$6.25
				10023100-54100 SUPPLIES \$74.31
				Vendor Total: \$74.31
AT&T	000011041313T1	TO INTERNET	\$573.75	20913900-55100 TELEPHONE \$573.75
	000011041710	TELEPHONE SERVICES	\$5,084.25	20913900-55100 TELEPHONE \$5,084.25
				Vendor Total: \$5,658.00
AT&T MOBILITY	832056361X3 142018	APN MODEMS	\$501.51	10020210-55100 TELEPHONE \$501.51
	832118877X0 3142018	VOICE AND DATA CELL PHONES	\$255.94	10022300-55100 TELEPHONE \$50.01

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AT&T MOBILITY	832118877X03142018	VOICE AND DATA CELL PHONES	\$255.94	20620231-55100	TELEPHONE	\$13.09
				77725200-55100	TELEPHONE	\$31.38
				80026400-55100	TELEPHONE	\$84.00
				82024410-55100	TELEPHONE	\$13.09
				82024411-55100	TELEPHONE	\$13.15
				82024411-55100	TELEPHONE	\$25.04
				84024421-55100	TELEPHONE	\$26.18
	8751085353X03142018	VOICE AND DATA CELL PHONES	\$34.83	84024421-55100	TELEPHONE	\$34.83
	Vendor Total:					\$792.28
	BAVCO	844708	PARTS AS NEEDED	\$113.73	82024414-54100	SUPPLIES
Vendor Total:					\$113.73	
BELKORP AG	431742	PARTS AS NEEDED	\$80.14	77725200-56300	BUILDING MAINT. & REPAIR	\$80.14
	427732	PARTS AS NEEDED	\$26.89	10022100-56130	EXTERNAL SERVICES	\$26.89
	429197	PARTS AS NEEDED	\$26.89	10022100-56130	EXTERNAL SERVICES	\$26.89
	429059	BATTERY	\$74.01	77725200-56130	EXTERNAL SERVICES	\$74.01
	Vendor Total:		\$207.93			
BUSINESS CARD	109089270	ECONOMIC DEVELOPMENT CREDIT CA	\$29.00	75012700-52515	ADVERTISING & PUBLICATION	\$29.00
	SF-D 22102	PURCHASING CREDIT CARD, MISC.	\$172.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.22)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.86)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.86)
				90000000-23013	STATE USE TAX LIABILITY	(\$12.47)
				20913900-54100	SUPPLIES	\$14.41
	20913900-54100	SUPPLIES	\$172.00			
	SF-D 22098	PURCHASING CREDIT CARD, MISC.	\$238.33	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.21)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.85)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.85)

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 22098	PURCHASING CREDIT CARD, MISC.	\$238.33	90000000-23256	SPECIAL EVENTS TRUST	\$14.12
				90000000-23256	SPECIAL EVENTS TRUST	\$238.33
				90000000-23013	STATE USE TAX LIABILITY	(\$12.21)
	SF-D 21817	PURCHASING CREDIT CARD, MISC.	\$243.18	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.31)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.22)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.22)
				90000000-23013	STATE USE TAX LIABILITY	(\$17.63)
				80026400-54100	SUPPLIES	\$20.38
				80026400-54100	SUPPLIES	\$243.18
	SF-D 22020	PURCHASING CREDIT CARD, MISC.	\$398.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.50)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.99)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.99)
				90000000-23013	STATE USE TAX LIABILITY	(\$28.86)
				10013200-54100	SUPPLIES	\$16.67
				10013200-54100	SUPPLIES	\$199.00
				20413500-54100	SUPPLIES	\$16.67
				20413500-54100	SUPPLIES	\$199.00
	SF-D 20149	PURCHASING CREDIT CARD, MISC.	\$633.40	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.80)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.17)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.17)
				90000000-23013	STATE USE TAX LIABILITY	(\$45.93)
				10022300-54100	SUPPLIES	\$53.07
				10022300-54100	SUPPLIES	\$633.40
	SF-D 20150	PURCHASING CREDIT CARD, MISC.	\$945.37	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.19)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.73)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 20150	PURCHASING CREDIT CARD, MISC.	\$945.37	90000000-23028	MEASURE Y DISTRICT TAX	(\$4.73)
				90000000-23013	STATE USE TAX LIABILITY	(\$68.54)
				10022840-54100	SUPPLIES	\$79.19
				10022840-54100	SUPPLIES	\$945.37
	PO 45288	FORCE EDGER	\$1,125.31	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.04)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.13)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$4.13)
				90000000-23013	STATE USE TAX LIABILITY	(\$59.89)
				10022100-54100	SUPPLIES	\$69.19
				10022100-54100	SUPPLIES	\$1,125.31
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.60)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.60)
	SF-D 04869	PURCHASING CREDIT CARD, MISC.	\$556.50	10012500-54100	SUPPLIES	\$5.20
				10012500-54100	SUPPLIES	\$556.50
				10016100-54167	EMPLOYEE DEVELOPMENT	\$47.56
				20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$804.43
60746	SF-D 20996	POLICE CREDIT CARD, MISC. PURC	\$804.43	10016100-54162	HR - ADVERTISING	\$202.50
				10016100-54162	HR - ADVERTISING	\$270.00
	99618	HR/RISK MGMT CREDIT CARD, MISC	\$202.50	10013200-57100	LEARNING AND DEVELOPMENT	\$9.00
				10013400-57100	LEARNING AND DEVELOPMENT	\$9.00
	66070	HR/RISK MGMT CREDIT CARD, MISC	\$270.00	20413500-57100	LEARNING AND DEVELOPMENT	\$9.00
SF-D 22024	PURCHASING CREDIT CARD, MISC.		\$36.00	20513300-57100	LEARNING AND DEVELOPMENT	\$9.00
				10013200-57100	LEARNING AND DEVELOPMENT	\$34.36
	SF-D 22022	PURCHASING CREDIT CARD, MISC.	\$137.44	10013200-57100	LEARNING AND DEVELOPMENT	\$34.36

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 22022	PURCHASING CREDIT CARD, MISC.	\$137.44	10013400-57100	LEARNING AND DEVELOPMENT	\$34.36
				20413500-57100	LEARNING AND DEVELOPMENT	\$34.36
				20513300-57100	LEARNING AND DEVELOPMENT	\$34.36
	SF-D 22023	PURCHASING CREDIT CARD, MISC.	\$1,178.32	10013200-57100	LEARNING AND DEVELOPMENT	\$294.58
				10013400-57100	LEARNING AND DEVELOPMENT	\$294.58
				20413500-57100	LEARNING AND DEVELOPMENT	\$294.58
				20513300-57100	LEARNING AND DEVELOPMENT	\$294.58
	3042521	HR/RISK MGMT CREDIT CARD, MISC	\$518.56	10016100-57100	LEARNING AND DEVELOPMENT	\$518.56
	3039135	HR/RISK MGMT CREDIT CARD, MISC	\$538.56	10016100-57100	LEARNING AND DEVELOPMENT	\$538.56
	1001732	POLICE CREDIT CARD, MISC. PURC	\$150.00	10020210-57100	LEARNING AND DEVELOPMENT	\$150.00
	SF-D 20965 MAR 18	POLICE CREDIT CARD, MISC. PURC	\$34.99	10020214-57100	LEARNING AND DEVELOPMENT	\$34.99
	SF-D 22018	PURCHASING CREDIT CARD, MISC.	\$479.00	20413500-57100	LEARNING AND DEVELOPMENT	\$479.00
	SF-D 22021	PURCHASING CREDIT CARD, MISC.	\$260.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$260.00
	SF-D 20993	PUBLIC SAFETY CREDIT CARD, MIS	\$36.50	10020210-54201	PRISONER EXPENSE	\$36.50
	SF-D 22095	PURCHASING CREDIT CARD, MISC.	\$224.40	20913900-54320	SOFTWARE	\$224.40
	SF-D 18217	PURCHASING CREDIT CARD, MISC.	\$360.00	20913900-54320	SOFTWARE	\$360.00
	SF-D 22096.2	PURCHASING CREDIT CARD, MISC.	(\$222.01)	90000000-23256	SPECIAL EVENTS TRUST	(\$222.01)
	SF-D 22096	PURCHASING CREDIT CARD, MISC.	\$222.01	90000000-23256	SPECIAL EVENTS TRUST	\$222.01
	70131	FINANCE CREDIT CARD, MISC. PUR	\$86.40	10013400-54100	SUPPLIES	\$86.40
	SF-D 22101	PURCHASING CREDIT CARD, MISC.	\$260.08	10013400-54100	SUPPLIES	\$260.08
	SF-D 22097	PURCHASING CREDIT CARD, MISC.	\$108.36	10022810-54100	SUPPLIES	\$108.36

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
				Vendor Total:	\$10,074.19	
CA PARKS & REC SOCIETY	132924	MEMBERSHIP DUES: C. GOWAN	\$150.00	10022100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$150.00
	132925	MEMBERSHIP DUES: R. GIBSON	\$150.00	10022100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$150.00
				Vendor Total:	\$300.00	
CAROLLO ENGINEERS INC	0165364	DESIGN PHASES I&II RECYCLED WA	\$66,261.80	84024425-52100	CONTRACTED SERVICES	\$66,261.80
	0165259	DESIGN PHASES I&II RECYCLED WA	\$27,031.03	83024430-80230	INFRASTRUCTURE	\$27,031.03
				Vendor Total:	\$93,292.83	
CLARK PEST CONTROL	21766894	PEST CONTROL SVCS	\$95.00	80026400-52100	CONTRACTED SERVICES	\$95.00
				Vendor Total:	\$95.00	
COMCAST	1296 MAR 18	INTERNET SERVICES	\$160.21	31122870-52100	CONTRACTED SERVICES	\$160.21
				Vendor Total:	\$160.21	
COUNTY OF MENDOCINO	1	INITIAL DUES	\$5,000.00	82024410-52100	CONTRACTED SERVICES	\$5,000.00
				Vendor Total:	\$5,000.00	
DANIEL & JOANNE AZARNOFF	116808-7	PHOTOVOLTAIC REIMBURSEMENT	\$616.38	90100000-10421	UTILITY RECEIVABLES CLEARING	\$616.38
				Vendor Total:	\$616.38	
DANIEL SPENCE	DV 030718	LIFEGUARD RECERTIFICATION TRAINING	\$200.00	10022300-57101	CONF & TRAINING-AQUATICS	\$200.00
	DV 031318	CPR/AED REGISTRATION	\$300.00	10022300-57101	CONF & TRAINING-AQUATICS	\$300.00
				Vendor Total:	\$500.00	
DAVID KIRCH	TR 3/5-9/18	TRAVEL REIMBURSEMENT	\$166.50	20324100-57100	LEARNING AND DEVELOPMENT	\$166.50
				Vendor Total:	\$166.50	
DAVID RAPPORT	6839	LEGAL SERVICES FOR FY 17/18	\$32,989.76	84424422-52100	CONTRACTED SERVICES	\$13,267.53
				10014000-52150	LEGAL SERVICES/EXPENSES	\$18,513.80
				20414000-52150	LEGAL SERVICES/EXPENSES	\$37.96
				72022400-52150	LEGAL SERVICES/EXPENSES	\$696.65
				73000000-52150	LEGAL SERVICES/EXPENSES	\$183.99
				83024430-52150	LEGAL SERVICES/EXPENSES	\$107.18

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DAVID RAPPORT	6839	LEGAL SERVICES FOR FY 17/18	\$32,989.76	84014000-52150	LEGAL SERVICES/EXPENSES	\$144.69
				90214000-52150	LEGAL SERVICES/EXPENSES	\$37.96
				Vendor Total:		\$32,989.76
DC CUSTOMS INC	185194	SEAT COVERS	\$426.16	20324100-54100	SUPPLIES	\$426.16
				Vendor Total:		\$426.16
DC ELECTRIC GROUP INC	40210	TRAFFIC SIGNAL REPAIR	\$975.11	10024214-52100	CONTRACTED SERVICES	\$975.11
				Vendor Total:		\$975.11
DELL MARKETING LP	10224651640	DELL PRECISION TOWER 7910	\$2,589.65	20913900-54330	COMPUTER AND TECHNOLOGY	\$2,589.65
				Vendor Total:		\$2,589.65
DONALD KNIGHT	019597.1	DECALS & LOGOS	\$120.18	10022100-56130	EXTERNAL SERVICES	\$120.18
				Vendor Total:		\$120.18
EFFICIENCY SERVICES GROUP LLC	1820	ADMIN OF EUD PUBLIC BENEFITS P	\$3,583.70	80626500-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,583.70
				Vendor Total:		\$3,583.70
EPIC AVIATION LLC	7067280	JET A FUEL	\$18,607.46	77725200-58401	AVIATION FUEL	\$18,607.46
				Vendor Total:		\$18,607.46
EUREKA OXYGEN CO	438346	EQUIPMENT MAINTENANCE	\$179.87	31122870-56300	BUILDING MAINT. & REPAIR	\$179.87
	032118	SERVICE CHARGE	\$0.25	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.12
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.13
	438330	EQUIPMENT MAINTENANCE	\$57.86	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$28.93
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$28.93
	438190	EQUIPMENT MAINTENANCE	\$91.00	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.50
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.50
	438305	EQUIPMENT MAINTENANCE	\$252.09	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$126.04
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$126.05

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EUREKA OXYGEN CO	438306	EQUIPMENT MAINTENANCE	\$421.38	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$210.69
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$210.69
	UB 4423	EQUIPMENT MAINTENANCE	\$340.44	20324100-56130	EXTERNAL SERVICES	\$340.44
	Vendor Total:					\$1,342.89
FERGUSON ENTERPRISES INC #1423	SC52277	PLUMBING EQUIPMENT	\$12.04	82000000-12104	INVENTORY - PURCHASES	\$12.04
					Vendor Total: \$12.04	
FLEETPRIDE	92646513	MISC PARTS & MATERIALS AS NEED	\$64.43	10024220-56130	EXTERNAL SERVICES	\$64.43
					Vendor Total: \$64.43	
FRIEDMANS HOME IMPROVEMENT	36238254	MISC ITEMS AS NEEDED	\$79.70	20822500-56300	BUILDING MAINT. & REPAIR	\$79.70
	36221241	MISC ITEMS AS NEEDED	\$83.20	20822500-56300	BUILDING MAINT. & REPAIR	\$83.20
	36243562	MISC ITEMS AS NEEDED	\$88.16	20822500-56300	BUILDING MAINT. & REPAIR	\$88.16
	36223164	MISC ITEMS AS NEEDED	\$126.47	20822500-56300	BUILDING MAINT. & REPAIR	\$126.47
	36230914	MISC ITEMS AS NEEDED	\$133.73	20822500-56300	BUILDING MAINT. & REPAIR	\$133.73
	36241961	MISC ITEMS AS NEEDED	\$295.79	20822500-56300	BUILDING MAINT. & REPAIR	\$295.79
	36236156	MISC ITEMS AS NEEDED	\$40.74	20824300-56300	BUILDING MAINT. & REPAIR	\$40.74
	36230123	MISC ITEMS AS NEEDED	(\$102.71)	77725200-56300	BUILDING MAINT. & REPAIR	(\$102.71)
	36228482	MISC ITEMS AS NEEDED	\$102.71	77725200-56300	BUILDING MAINT. & REPAIR	\$102.71
	36217158	MISC ITEMS AS NEEDED	\$126.25	77725200-56300	BUILDING MAINT. & REPAIR	\$126.25
	36241869	MISC ITEMS AS NEEDED	\$136.81	77725200-56300	BUILDING MAINT. & REPAIR	\$136.81
	36228305	MISC ITEMS AS NEEDED	\$161.60	77725200-56300	BUILDING MAINT. & REPAIR	\$161.60
	36222206	MISC ITEMS AS NEEDED	\$294.50	77725200-56300	BUILDING MAINT. & REPAIR	\$294.50
	36218585	MISC ITEMS AS NEEDED	\$8.91	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$8.91

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36222076	MISC ITEMS AS NEEDED	\$87.65	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$87.65
	36222046	MISC ITEMS AS NEEDED	\$119.06	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$119.06
	36225214	MISC ITEMS AS NEEDED	\$194.24	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$194.24
	36238326	MISC ITEMS AS NEEDED	\$8.41	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$8.41
	36231079	MISC ITEMS AS NEEDED	\$9.52	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$9.52
	36236183	MISC ITEMS AS NEEDED	\$12.59	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$12.59
	36240676	MISC ITEMS AS NEEDED	\$17.33	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$17.33
	36237981	MISC ITEMS AS NEEDED	\$18.56	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$18.56
	36234869	MISC ITEMS AS NEEDED	\$24.54	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$24.54
	36218260	MISC ITEMS AS NEEDED	\$151.70	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$151.70
	36230112	MISC ITEMS AS NEEDED	\$227.55	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$227.55
	36239024	MISC ITEMS AS NEEDED	\$758.52	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$758.52
	36224504	MISC ITEMS AS NEEDED	\$90.77	10024220-54130	PW - SAFETY	\$90.77
	36237089	MISC ITEMS AS NEEDED	\$14.25	10024220-54120	PW - SPECIAL SUPPLIES	\$14.25
	36221275	MISC ITEMS AS NEEDED	\$21.77	10024220-54120	PW - SPECIAL SUPPLIES	\$21.77
	36230655	MISC ITEMS AS NEEDED	\$22.66	10024220-54120	PW - SPECIAL SUPPLIES	\$22.66
	36230975	MISC ITEMS AS NEEDED	\$33.11	10024220-54120	PW - SPECIAL SUPPLIES	\$33.11
	36243254	MISC ITEMS AS NEEDED	\$44.67	10024220-54120	PW - SPECIAL SUPPLIES	\$44.67
	36229486	MISC ITEMS AS NEEDED	\$53.15	10024220-54120	PW - SPECIAL SUPPLIES	\$53.15
	36227889	MISC ITEMS AS NEEDED	\$92.73	10024220-54120	PW - SPECIAL SUPPLIES	\$92.73
	36237436	MISC ITEMS AS NEEDED	\$98.62	10024220-54120	PW - SPECIAL SUPPLIES	\$98.62

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36236821	MISC ITEMS AS NEEDED	\$216.47	10024220-54120	PW - SPECIAL SUPPLIES	\$216.47
	36221184	MISC ITEMS AS NEEDED	\$221.52	10024220-54120	PW - SPECIAL SUPPLIES	\$221.52
	36231986	MISC ITEMS AS NEEDED	\$226.15	10024220-54120	PW - SPECIAL SUPPLIES	\$226.15
	36242787	MISC ITEMS AS NEEDED	\$296.84	10024220-54120	PW - SPECIAL SUPPLIES	\$296.84
	36221799	MISC ITEMS AS NEEDED	\$260.56	20324100-54102	SMALL TOOLS	\$260.56
	36217178	MISC ITEMS AS NEEDED	\$273.64	20822500-54102	SMALL TOOLS	\$273.64
	36232198	MISC ITEMS AS NEEDED	(\$56.59)	82024411-54102	SMALL TOOLS	(\$56.59)
	36232068	MISC ITEMS AS NEEDED	\$257.34	82024411-54102	SMALL TOOLS	\$257.34
	36221901	MISC ITEMS AS NEEDED	\$7.97	10020210-54100	SUPPLIES	\$7.97
	36242025	MISC ITEMS AS NEEDED	\$13.38	10022100-54100	SUPPLIES	\$13.38
	36221759	MISC ITEMS AS NEEDED	\$16.61	10022100-54100	SUPPLIES	\$16.61
	36241678	MISC ITEMS AS NEEDED	\$16.68	10022100-54100	SUPPLIES	\$16.68
	36221788	MISC ITEMS AS NEEDED	\$20.44	10022100-54100	SUPPLIES	\$20.44
	36230874	MISC ITEMS AS NEEDED	\$22.50	10022100-54100	SUPPLIES	\$22.50
	36222859	MISC ITEMS AS NEEDED	\$33.65	10022100-54100	SUPPLIES	\$33.65
	36217125	MISC ITEMS AS NEEDED	\$143.06	10022810-54100	SUPPLIES	\$143.06
	36225176	MISC ITEMS AS NEEDED	\$5.99	10024210-54100	SUPPLIES	\$5.99
	36236172	MISC ITEMS AS NEEDED	\$20.85	10024210-54100	SUPPLIES	\$20.85
	36243559	MISC ITEMS AS NEEDED	\$7.79	20324100-54100	SUPPLIES	\$7.79
	36243564	MISC ITEMS AS NEEDED	\$96.10	20822500-54100	SUPPLIES	\$96.10
	36238426	MISC ITEMS AS NEEDED	\$287.26	80026110-54100	SUPPLIES	\$287.26

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36243686	MISC ITEMS AS NEEDED	(\$6.20)	80026120-54100	SUPPLIES	(\$6.20)
	36243653	MISC ITEMS AS NEEDED	\$6.20	80026120-54100	SUPPLIES	\$6.20
	36243697	MISC ITEMS AS NEEDED	\$11.05	80026120-54100	SUPPLIES	\$11.05
	36225328	MISC ITEMS AS NEEDED	\$25.68	80026120-54100	SUPPLIES	\$25.68
	36243189	MISC ITEMS AS NEEDED	\$37.47	80026120-54100	SUPPLIES	\$37.47
	36225014	MISC ITEMS AS NEEDED	\$42.59	80026120-54100	SUPPLIES	\$42.59
	36236947	MISC ITEMS AS NEEDED	\$55.00	80026120-54100	SUPPLIES	\$55.00
	36229190	MISC ITEMS AS NEEDED	(\$4.83)	80026200-54100	SUPPLIES	(\$4.83)
	36229169	MISC ITEMS AS NEEDED	\$2.85	80026200-54100	SUPPLIES	\$2.85
	36228667	MISC ITEMS AS NEEDED	\$5.52	80026200-54100	SUPPLIES	\$5.52
	36229274	MISC ITEMS AS NEEDED	\$13.36	80026200-54100	SUPPLIES	\$13.36
	36229132	MISC ITEMS AS NEEDED	\$17.32	80026200-54100	SUPPLIES	\$17.32
	36224298	MISC ITEMS AS NEEDED	\$23.86	80026200-54100	SUPPLIES	\$23.86
	36223580	MISC ITEMS AS NEEDED	\$64.55	80026200-54100	SUPPLIES	\$64.55
	36236894	MISC ITEMS AS NEEDED	\$5.36	80026210-54100	SUPPLIES	\$5.36
	36236284	MISC ITEMS AS NEEDED	\$42.60	80026210-54100	SUPPLIES	\$42.60
	36230436	MISC ITEMS AS NEEDED	\$2.51	82024411-54100	SUPPLIES	\$2.51
	36242736	MISC ITEMS AS NEEDED	\$11.75	82024414-54100	SUPPLIES	\$11.75
	36243935	MISC ITEMS AS NEEDED	\$158.23	82024414-54100	SUPPLIES	\$158.23
	36231871	MISC ITEMS AS NEEDED	\$257.14	82024414-54100	SUPPLIES	\$257.14
	36243538	MISC ITEMS AS NEEDED	(\$11.15)	84024421-54100	SUPPLIES	(\$11.15)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36243526	MISC ITEMS AS NEEDED	\$8.11	84024421-54100	SUPPLIES	\$8.11
	36243147	MISC ITEMS AS NEEDED	\$20.36	84024421-54100	SUPPLIES	\$20.36
	36229909	MISC ITEMS AS NEEDED	\$43.85	84024421-54100	SUPPLIES	\$43.85
	36242957	MISC ITEMS AS NEEDED	\$72.46	84024421-54100	SUPPLIES	\$72.46
	36223693	MISC ITEMS AS NEEDED	\$83.69	84024421-54100	SUPPLIES	\$83.69
	36232196	MISC ITEMS AS NEEDED	\$29.23	84024425-54100	SUPPLIES	\$29.23
	36232193	MISC ITEMS AS NEEDED	\$89.81	84024425-54100	SUPPLIES	\$89.81
	36237371	MISC ITEMS AS NEEDED	\$215.53	84024425-54100	SUPPLIES	\$215.53
	36228038	MISC ITEMS AS NEEDED	\$455.11	84024425-54100	SUPPLIES	\$455.11
Vendor Total: -----						\$7,844.48
GCR TIRES & SERVICES	851-40813	TIRES, TUBES, REPAIRS & LABOR	\$47.55	10020210-56130	EXTERNAL SERVICES	\$47.55
	851-40978	TIRES, TUBES, REPAIRS & LABOR	\$43.00	10021210-56130	EXTERNAL SERVICES	\$21.50
				91521400-56130	EXTERNAL SERVICES	\$21.50
	851-40875	TIRES, TUBES, REPAIRS & LABOR	\$385.65	82024414-56130	EXTERNAL SERVICES	\$192.82
				84024421-56130	EXTERNAL SERVICES	\$192.83
Vendor Total: -----						\$476.20
GHILOTTI CONSTRUCTION COMPANY INC	5787*1 & 2	TALMAGE ROAD INTERCHANGE SPEC	\$339,356.00	10024220-80230	INFRASTRUCTURE	\$339,356.00
	5786*3	TRANSPORTATION IMPROVEMENTS RE	\$417,540.50	10024220-80230	INFRASTRUCTURE	\$417,540.50
Vendor Total: -----						\$756,896.50
GOODE PRINTING & MAILING LLC	47546	MARCH UTILITY TRI-FOLD STUFFER	\$1,217.05	90000000-23226	CONCERT SERIES	\$3.01
				90000000-23226	CONCERT SERIES	\$304.27
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.34)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.35)
				90000000-23243	FAMILY FUN IN THE SUN	\$3.01

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GOODE PRINTING & MAILING LLC	47546	MARCH UTILITY TRI-FOLD STUFFER	\$1,217.05	90000000-23243	FAMILY FUN IN THE SUN	\$304.24
				90000000-23028	MEASURE Y DISTRICT TAX	(\$5.35)
				10022810-54100	SUPPLIES	\$3.01
				10022810-54100	SUPPLIES	\$304.27
				10022840-54100	SUPPLIES	\$3.01
				10022840-54100	SUPPLIES	\$304.27
				Vendor Total:		\$1,217.05
GRANICUS INC	87903	SOFTWARE & SERVICES AGREEMENT	\$2,313.00	10012500-54320	SOFTWARE	\$2,313.00
	95777	SOFTWARE & SERVICES AGREEMENT	\$3,213.00	10012500-54320	SOFTWARE	\$3,213.00
	95778	SOFTWARE & SERVICES AGREEMENT	\$3,213.00	10012500-54320	SOFTWARE	\$3,213.00
	95779	SOFTWARE & SERVICES AGREEMENT	\$3,513.00	10012500-54320	SOFTWARE	\$3,513.00
	Vendor Total:		\$12,252.00			
IIXII GROUP INC	3371	REGISTRATION - DISPATCHER LEADERSHIP - KAREN RONK	\$297.00	10020224-57100	LEARNING AND DEVELOPMENT	\$297.00
Vendor Total:		\$297.00				
INFOSEND INC	133595	UB PRINT & MAIL SERVICES	\$4,671.05	20513300-52100	CONTRACTED SERVICES	\$4,671.05
Vendor Total:		\$4,671.05				
INTERWEST CONSULTING GROUP INC	39180	GIS SERVICES - ON-CALL AND AS	\$157.50	84024421-52100	CONTRACTED SERVICES	\$157.50
Vendor Total:		\$157.50				
ISABEL MADRIGAL	TR 3/4-9/18	TRAVEL REIMBURSEMENT	\$22.12	10020210-57100	LEARNING AND DEVELOPMENT	\$22.12
Vendor Total:		\$22.12				
ITRON INC	479750	FC300, SREAD RADIO FC300113342	\$1,173.01	20524412-56120	EQUIPMENT MAINTENANCE & REPAIR	\$586.50
				20526430-56120	EQUIPMENT MAINTENANCE & REPAIR	\$586.51
				Vendor Total:		\$1,173.01

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
J & M LOCK	34466	DUPLICATE KEYS, REPAIRS & MISC	\$14.63	20822500-56300	BUILDING MAINT. & REPAIR	\$14.63
	34460	DUPLICATE KEYS, REPAIRS & MISC	\$26.99	20822500-56300	BUILDING MAINT. & REPAIR	\$26.99
	34457	DUPLICATE KEYS, REPAIRS & MISC	\$29.80	20822500-56300	BUILDING MAINT. & REPAIR	\$29.80
	34447	DUPLICATE KEYS, REPAIRS & MISC	\$47.96	20822500-56300	BUILDING MAINT. & REPAIR	\$47.96
	34464	DUPLICATE KEYS, REPAIRS & MISC	\$12.19	10020210-54100	SUPPLIES	\$12.19
	33504	DUPLICATE KEYS, REPAIRS & MISC	\$81.77	80026400-54100	SUPPLIES	\$81.77
Vendor Total:						\$213.34
JAROD THIELE	TR 3/5-9/18	TRAVEL REIMBURSEMENT	\$661.52	20324100-57100	LEARNING AND DEVELOPMENT	\$661.52
					Vendor Total:	
KAREN POPLAWSKI	DV 031418	INSTRUCTOR	\$389.20	10022850-52100	CONTRACTED SERVICES	\$389.20
					Vendor Total:	
KELLY-MOORE PAINT COMPANY INC	910-00000278575	MISCELLANEOUS PURCHASES AS REQ	\$49.57	20822500-56300	BUILDING MAINT. & REPAIR	\$49.57
	910-00000177643	MISCELLANEOUS PURCHASES AS REQ	\$59.00	82024411-56300	BUILDING MAINT. & REPAIR	\$59.00
	910-00000278793	RETURN ON PO# 45247	(\$13.83)	80100000-80230	INFRASTRUCTURE	(\$13.83)
	910-00000278785	EPOXY BASED FORMULATIONS FOR A	\$1,683.42	80100000-80230	INFRASTRUCTURE	\$1,683.42
	910-00000278139	MISCELLANEOUS PURCHASES AS REQ	(\$571.92)	10024220-54120	PW - SPECIAL SUPPLIES	(\$571.92)
	910-00000277943	MISCELLANEOUS PURCHASES AS REQ	\$571.92	10024220-54120	PW - SPECIAL SUPPLIES	\$571.92
	910-00000278142	MISCELLANEOUS PURCHASES AS REQ	\$619.21	10024220-54120	PW - SPECIAL SUPPLIES	\$619.21
	910-00000277404	MISCELLANEOUS PURCHASES AS REQ	\$298.86	69122700-54100	SUPPLIES	\$298.86
Vendor Total:						\$2,696.23
KEVIN JENNINGS	354246	EMERGENCY VET CARE BY FIRST RESPONDER	\$7,224.23	10020217-52100	CONTRACTED SERVICES	\$7,224.23
					Vendor Total:	
LAWRENCE & ASSOCIATES	25108	ANNUAL SAMPLING AND REPORTING	\$3,248.50	70024500-52100	CONTRACTED SERVICES	\$3,248.50
					Vendor Total:	

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LEAGUE OF CALIFORNIA CITIES	1540	DIVISION MEETING: M. MULHEREN	\$40.00	10010000-57100	LEARNING AND DEVELOPMENT	\$40.00
					Vendor Total:	\$40.00
LEGAL SHIELD	38295 MAR 18	PRE PAID LEGAL SERVICE	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
					Vendor Total:	\$51.80
LIFE ASSIST	846114	EMS OPERATIONAL SUPPLIES	\$32.60	10021210-54100	SUPPLIES	\$16.30
				91521400-54100	SUPPLIES	\$16.30
	844234	EMS SUPPLIES	\$610.82	10021210-54100	SUPPLIES	\$305.41
				91521400-54100	SUPPLIES	\$305.41
					Vendor Total:	\$643.42
MATHESON TRI-GAS INC	16816177	OXYGEN & MISCELLANEOUS AS NEED	\$50.95	80026210-54100	SUPPLIES	\$50.95
					Vendor Total:	\$50.95
MICHAEL J MORRIS	-inv-9640	RECDESK ANNUAL SUBSCRIPTION	\$3,900.00	10022100-52100	CONTRACTED SERVICES	\$1,300.00
				20822500-52100	CONTRACTED SERVICES	\$1,300.00
				10022810-54320	SOFTWARE	\$1,300.00
					Vendor Total:	\$3,900.00
MILLVIEW COUNTY WATER DISTRICT	UVFD FEB 18	WATER SERVICE - LOVERS LANE	\$92.63	10021210-55210	UTILITIES	\$46.32
				91521400-55210	UTILITIES	\$46.31
					Vendor Total:	\$92.63
NFP NATIONAL ACCOUNT SERVICES INC	18-03 NFP	MAR 18 NFP INSURANCE	\$2,828.76	20700000-20523	P/R DEDUCT-LTD	\$2,527.26
				20700000-20512	REMIF LIFE	(\$6.75)
				20700000-20512	REMIF LIFE	\$34.25
				20700000-20512	REMIF LIFE	\$274.00
					Vendor Total:	\$2,828.76
ONE TIME PAY VENDOR	67060-4.1	ENERGY REBATE - DIANA REDWING	\$20.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$20.00
	10983-5.1	ENERGY REBATE - BRUCE & KATHY POMA	\$77.34	80626500-52135	ENERGY CONSERVATION PROGRAM	\$77.34
	14205-9	ENERGY REBATE - WARREN PRIBYL	\$528.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$528.00

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	64280-1	ENERGY REBATE - JONELLE FARR	\$1,000.00	80626500-52135	ENERGY CONSERVATION PROGRAM	\$1,000.00
	115405-3	ENERGY REBATE - CHRISTY MACVITIE	\$1,337.50	80626500-52135	ENERGY CONSERVATION PROGRAM	\$1,337.50
	117292-3	UTILITY REFUND - MARIA MENDIORO	\$27.03	90100000-10421	UTILITY RECEIVABLES CLEARING	\$27.03
	111504-7	UTILITY REFUND - MICHAEL & DAVETTE MORRISON	\$58.93	90100000-10421	UTILITY RECEIVABLES CLEARING	\$58.93
	117447-3	UTILITY REFUND - ERIKA ELLER & MITZI RICHARDSON	\$87.47	90100000-10421	UTILITY RECEIVABLES CLEARING	\$87.47
	117216-2	UTILITY REFUND - PACIFIC MEDICAL RESOURCES	\$105.10	90100000-10421	UTILITY RECEIVABLES CLEARING	\$105.10
Vendor Total:						\$3,241.37
PACE SUPPLY CORPORATION	024433517	CONNECTORS	\$12.58	82024411-56300	BUILDING MAINT. & REPAIR	\$12.58
	024399049	GASKET INVENTORY	\$419.41	82000000-12104	INVENTORY - PURCHASES	\$419.41
Vendor Total:						\$431.99
PACIFIC REDWOOD MEDICAL GROUP INC	782	DOT EXAMS	\$403.20	82024414-59101	FEES	\$134.40
				10024220-54120	PW - SPECIAL SUPPLIES	\$134.40
				84024425-54100	SUPPLIES	\$134.40
Vendor Total:						\$403.20
PATELCO - HSA	1808	HSA CONTRIBUTION	\$250.00	20700000-20537	HEALTH SAVINGS ACCOUNTS	\$250.00
Vendor Total:						\$250.00
PETERSON CAT	PC060144013	PARTS FOR EQUIPMENT	\$10.74	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.05)
				10024220-56130	EXTERNAL SERVICES	\$0.10
				10024220-56130	EXTERNAL SERVICES	\$10.74
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.05)
Vendor Total:						\$10.74
PETERSON TRUCKS INC	283472PX1	PARTS	\$35.11	84024421-56130	EXTERNAL SERVICES	\$35.11
	283312P	SHOP TOWELS	\$47.19	20324100-54100	SUPPLIES	\$47.19
Vendor Total:						\$82.30
PG&E CO	1522-8 MAR 18	GAS & ELECTRIC SERVICES	\$26.36	10021210-55210	UTILITIES	\$13.18
				91521400-55210	UTILITIES	\$13.18

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	6833-2 MAR 18	GAS & ELECTRIC SERVICES	\$590.88	10021210-55210	UTILITIES	\$295.44
				91521400-55210	UTILITIES	\$295.44
	6124-2 MAR 18	GAS & ELECTRIC SERVICES	\$1,041.13	10021210-55210	UTILITIES	\$520.56
				91521400-55210	UTILITIES	\$520.57
	Vendor Total:					\$1,658.37
PHYSIO-CONTROL INC	118015282	PEDIATRIC RT & INFANT BAYONET	\$270.94	10021210-54100	SUPPLIES	\$135.47
				91521400-54100	SUPPLIES	\$135.47
	Vendor Total:					\$270.94
POWER INDUSTRIES INC	752114	PARTS FOR WWTP	\$120.60	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.57)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.14
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$120.60
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.57)
	751715	PARTS FOR WWTP	\$229.52	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.07)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.14
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$229.52
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.07)
	751867	PARTS FOR WWTP	\$131.42	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$131.42
	751624	BALL VALVES	\$717.14	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$717.14
752102	CARBON STEEL BAND	\$173.32	84024425-54100	SUPPLIES	\$173.32	
Vendor Total:					\$1,372.00	
RAY A MORGAN COMPANY	1970385	COPIER LEASE AND SERVICE	\$41.72	10020210-52100	CONTRACTED SERVICES	\$20.86
				91521400-52100	CONTRACTED SERVICES	\$20.86
	Vendor Total:					\$41.72
REDWOOD COAST FUELS	1914362	FUEL AS NEEDED	\$984.44	10021210-56210	FUEL & FLUIDS	\$492.22
				91521400-56210	FUEL & FLUIDS	\$492.22

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	0087462	REGULAR UNLEADED 87 OCTANE	\$629.97	77725200-56210	FUEL & FLUIDS	\$629.97
Vendor Total:						\$1,614.41
REDWOOD TREE SERVICE STATIONS INC	FEB 18	CAR WASHES & INTERIOR CLEANING	\$353.00	10020210-56130	EXTERNAL SERVICES	\$216.00
				10024210-56130	EXTERNAL SERVICES	\$56.00
				20513382-56130	EXTERNAL SERVICES	\$28.00
				20822500-56130	EXTERNAL SERVICES	\$28.00
				82024411-56130	EXTERNAL SERVICES	\$25.00
Vendor Total:						\$353.00
RESPECTECH	34906	PHONE SERVICE AND LEASE	\$112.50	10021210-55100	TELEPHONE	\$56.25
				91521400-55100	TELEPHONE	\$56.25
	35357	PHONE SERVICE AND LEASE	\$112.50	10021210-55100	TELEPHONE	\$56.25
				91521400-55100	TELEPHONE	\$56.25
	35535	PHONE SERVICE AND LEASE	\$112.50	10021210-55100	TELEPHONE	\$56.25
				91521400-55100	TELEPHONE	\$56.25
Vendor Total:						\$337.50
REXEL USA INC	P846726	SWITCH LEVER	\$26.42	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$26.42
	P845328	460 VOLT PLUG	\$101.91	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$101.91
	P940888	STRAPS/CONDUIT/CONNECTORS/PARTS	\$139.22	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$139.22
	P892892	MISC SUPPLIES	\$222.53	82024411-54100	SUPPLIES	\$222.53
Vendor Total:						\$490.08
RICHARD SEANOR	TR 3/8/18	TRAVEL REIMBURSEMENT	\$89.22	10024210-57100	LEARNING AND DEVELOPMENT	\$89.22
	TR 3/13/18	TRAVEL REIMBURSEMENT	\$56.14	10024224-57100	LEARNING AND DEVELOPMENT	\$56.14
Vendor Total:						\$145.36
RINO PACIFIC	CL22021	FUEL AS NEEDED	\$300.49	82024414-56210	FUEL & FLUIDS	\$162.27
				84024421-56210	FUEL & FLUIDS	\$138.22
Vendor Total:						\$300.49

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ROCKWELL SOLUTIONS INC	1813	WET WELL PUMP	\$14,152.37	84024425-80100	MACHINERY & EQUIPMENT	\$14,152.37
					Vendor Total:	\$14,152.37
ROTO-ROOTER PLUMBERS	DV031318	TEAM SPONSORSHIP REFUND - BASKETBALL	\$250.00	10022831-44915	RECREATION PROGRAM INCOME	\$250.00
					Vendor Total:	\$250.00
SAGE SANGIACOMO	DV031518	REIMBURSEMENT - UVSD & COU MEDIATION MTG	\$7.24	84424422-52100	CONTRACTED SERVICES	\$7.24
					Vendor Total:	\$7.24
SALES & USE TAX	00033141260	PRE-PAID SALES AND USE TAX	\$2,108.00	77725200-58401	AVIATION FUEL	\$1,242.00
				90000000-23252	DISTRICT USE TAX-LIBRARIES	\$14.00
				90000000-23237	DISTRICT USE TAX-MEASURE S	\$69.00
				90000000-23028	MEASURE Y DISTRICT TAX	\$101.00
				90000000-23013	STATE USE TAX LIABILITY	\$682.00
					Vendor Total:	\$2,108.00
STAPLES CREDIT PLAN	3371038815	PENS/TONER	\$95.74	10013400-54100	SUPPLIES	\$6.78
				20413500-54100	SUPPLIES	\$88.96
	3371038816	MOUSEPAD/3-HOLE PUNCH/ELECT. STAPLER	\$305.18	10013400-54100	SUPPLIES	\$305.18
	3371038819	TONER	\$399.42	10013400-54100	SUPPLIES	\$299.56
				20413500-54100	SUPPLIES	\$99.86
	3371038817	TONER	\$1,030.38	10013400-54100	SUPPLIES	\$772.78
				20413500-54100	SUPPLIES	\$257.60
	3371038813	WRIST COIL KEY CHAIN	\$23.83	20513300-54100	SUPPLIES	\$23.83
	3371038811	CAVIWIPES, CHAIRMAT	\$159.90	20513300-54100	SUPPLIES	\$159.90
	3371038820	FILE FOLDERS	\$13.54	84024425-54100	SUPPLIES	\$13.54
	3371038821	GRAPHIC TAPE	\$30.20	84024425-54100	SUPPLIES	\$30.20
	3371038814	UVFA CUSTOM STAMP	\$19.66	91521400-54100	SUPPLIES	\$19.66
					Vendor Total:	\$2,077.85
SUBURBAN PROPANE	64934	BULK ACCOUNT MAINTENANCE	\$10.00	10021210-56210	FUEL & FLUIDS	\$5.00

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SUBURBAN PROPANE	64934	BULK ACCOUNT MAINTENANCE	\$10.00	91521400-56210	FUEL & FLUIDS	\$5.00
					Vendor Total:	\$10.00
TELSTAR INSTRUMENTS INC	92585	MAINTENANCE OF SCADA SYSTEM AT WWTP	\$1,525.00	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,525.00
					Vendor Total:	\$1,525.00
THE COFFEE CRITIC INC	10511	MISC COFFEE SUPPLIES AS NEEDED	\$45.00	73022600-54100	SUPPLIES	\$45.00
					Vendor Total:	\$45.00
TIM ERIKSEN	TR 3/8/18	TRAVEL REIMBURSEMENT	\$20.00	10024210-57100	LEARNING AND DEVELOPMENT	\$20.00
					Vendor Total:	\$20.00
TWO SOCKETS- TWO METERS INC	2018071	THREE PHASE VOLTAGE PACK	\$1,646.59	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.01)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$8.04)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$8.04)
				90000000-23013	STATE USE TAX LIABILITY	(\$116.58)
				80026200-54100	SUPPLIES	\$134.67
				80026200-54100	SUPPLIES	\$1,646.59
					Vendor Total:	\$1,646.59
UKIAH ROUND TREE GLASS	159422	GLASS REPLACEMENT SERVICES	\$202.09	20822500-56300	BUILDING MAINT. & REPAIR	\$202.09
	159420	GLASS REPLACEMENT SERVICES	\$260.00	80026400-56130	EXTERNAL SERVICES	\$260.00
					Vendor Total:	\$462.09
UKIAH VALLEY MEDICAL CENTER	1935	MEDICAL SERVICES	\$634.42	10020210-52100	CONTRACTED SERVICES	\$634.42
					Vendor Total:	\$634.42
UNITED SITE SERVICES	114-6459973	PORTABLE TOILET RENTAL	\$166.81	10022100-52100	CONTRACTED SERVICES	\$166.81
	114-6459976	PORTABLE TOILET RENTAL	\$166.81	10022100-52100	CONTRACTED SERVICES	\$166.81
					Vendor Total:	\$333.62
UPS	0000E19R54098	SHIPPING CHARGES	\$9.71	10021210-56130	EXTERNAL SERVICES	\$9.71
					Vendor Total:	\$9.71

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
US BANK EQUIPMENT FINANCE	352523096	COPIER LEASE - SOUTH STATION	\$131.13	10021210-54500	EQUIP RENTS AND LEASES	\$65.57
				91521400-54500	EQUIP RENTS AND LEASES	\$65.56
				Vendor Total:		\$131.13
US BANK NA	869251371808	FUEL	\$20.63	10021210-56210	FUEL & FLUIDS	\$10.32
				91521400-56210	FUEL & FLUIDS	\$10.31
				Vendor Total:		\$20.63
US CELLULAR	0237966461	CELL PHONES	\$239.20	10024220-55100	TELEPHONE	\$29.12
				80026400-55100	TELEPHONE	\$22.15
				80026400-55100	TELEPHONE	\$54.13
				82024410-55100	TELEPHONE	\$13.20
				82024411-55100	TELEPHONE	\$88.26
				84024421-55100	TELEPHONE	\$13.20
				84024425-55100	TELEPHONE	\$19.14
				Vendor Total:		\$239.20
USA BLUEBOOK	510030	CONDUCTIVITY SOLUTION/AUTOCLAVE GLOVES/SUPPLIES	\$211.28	84024425-54100	SUPPLIES	\$211.28
				Vendor Total:		\$211.28
VERGIL THOMAS MASSEY	701256	FUEL	\$76.13	10021210-56210	FUEL & FLUIDS	\$38.06
				91521400-56210	FUEL & FLUIDS	\$38.07
				Vendor Total:		\$76.13
VWR INTERNATIONAL INC	8081566046	TRANSFER PIPETS 3ML PK500	\$49.85	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.18)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.18)
				84024425-54100	SUPPLIES	\$0.36
				84024425-54100	SUPPLIES	\$49.85
				Vendor Total:		\$49.85
WAGNER & BONSIGNORE	03-1-597	ENG SVCS FOR WATER RIGHT PERMI	\$80.00	82024410-52100	CONTRACTED SERVICES	\$80.00
				Vendor Total:		\$80.00
WASTE MANAGEMENT	2726117-2561-0	GARBAGE SERVICE - NORTH STATION	\$62.18	10021210-55210	UTILITIES	\$31.09
				91521400-55210	UTILITIES	\$31.09

List of Checks Presented for Approval on 3/23/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WASTE MANAGEMENT	2726119-2561-6	GARBAGE SERVICE - SOUTH STATION	\$62.18	10021210-55210	UTILITIES	\$31.09
				91521400-55210	UTILITIES	\$31.09
				Vendor Total:		\$124.36
WEBB WHOLESALE SUPPLY INC	300411	16 INCH SMARTDIE	\$2,000.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.50)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$10.00)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$10.00)
				10024220-54125	PW - TRAFFIC PAINT	\$167.50
				10024220-54125	PW - TRAFFIC PAINT	\$2,000.00
				90000000-23013	STATE USE TAX LIABILITY	(\$145.00)
Vendor Total:		\$2,000.00				
WESCO DISTRIBUTION INC	585751	CODING TAPE	\$200.49	80000000-12104	INVENTORY - PURCHASES	\$200.49
	579993	VINYL TAPE	\$429.17	80000000-12104	INVENTORY - PURCHASES	\$429.17
	579992	DOUBLE ARMING BOLTS	\$500.69	80026110-54100	SUPPLIES	\$500.69
Vendor Total:		\$1,130.35				
WEST YOST ASSOCIATED	2034586	PROP 1 STORM WATER RESOURCES P	\$8,253.00	91190100-52100	CONTRACTED SERVICES	\$8,253.00
	2034425	GRANT MANAGEMENT SERVICES FOR	\$13,411.50	91190100-52100	CONTRACTED SERVICES	\$13,411.50
	2034581	RRWA EXECUTIVE DIRECTOR SVCS 1	\$93,171.31	91190100-52100	CONTRACTED SERVICES	\$93,171.31
Vendor Total:		\$114,835.81				
WINE COUNTRY WATERWORKS ASSOC	DV030918	REGISTRATION-J. HIGBEE/A. FIAS/D. DICK/G. QUINONEZ	\$220.00	82024411-57100	LEARNING AND DEVELOPMENT	\$220.00
Vendor Total:		\$220.00				
INVOICE TOTAL:						\$1,168,885.03

List of Checks Presented for Approval on 3/30/2018

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

 4-3-18 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	Allocation Detail	
ALL IN ONE AUTO REPAIR & TOWING	58467	TOWING SERVICES	\$403.00	10020210-52100	CONTRACTED SERVICES	\$403.00
Vendor Total:						\$403.00
ALPHA ANALYTICAL LABORATORIES INC	8021200-UKIAHSTP	MONTHLY ANALYSIS FOR NPDES PER	\$53.00	84024425-52100	CONTRACTED SERVICES	\$53.00
	8021769	MISCELLANEOUS LABORATORY WORK	\$87.00	84024425-52100	CONTRACTED SERVICES	\$87.00
	8021365-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES	\$291.00
	8021602-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES	\$291.00
	8022518-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES	\$291.00
	8023400-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES	\$291.00
	8023643-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$291.00	84024425-52100	CONTRACTED SERVICES	\$291.00
	8021991-UKIAHSTP	MISCELLANEOUS LABORATORY WORK	\$400.00	84024425-52100	CONTRACTED SERVICES	\$400.00
	8023660-UKIAHSTP	MONTHLY ANALYSIS FOR NPDES PER	\$1,476.00	84024425-52100	CONTRACTED SERVICES	\$1,476.00
Vendor Total:						\$3,471.00
AMADOU CAMARA	DV032318	INSTRUCTOR	\$235.20	10022850-52100	CONTRACTED SERVICES	\$235.20
Vendor Total:						\$235.20
AMAZON CAPITAL SERVICES	1FCF-NNKY-YG7C	USB FLASH DRIVES	\$76.96	20913900-54330	COMPUTER AND TECHNOLOGY	\$76.96
	1FQN-6G99-4W9W	COMPUTER SUPPLIES	\$663.12	20913900-54330	COMPUTER AND TECHNOLOGY	\$42.41
				20913900-54330	COMPUTER AND TECHNOLOGY	\$584.47
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.83)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.29)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.29)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1FQN-6G99-4W9W	COMPUTER SUPPLIES	\$663.12	90000000-23013	STATE USE TAX LIABILITY	(\$41.42)
				20913900-54100	SUPPLIES	\$6.42
				20913900-54100	SUPPLIES	\$78.65
	1MWPF-7VVF-YRRV	COMPUTER SUPPLIES	\$982.44	20913900-54330	COMPUTER AND TECHNOLOGY	\$3.51
				20913900-54330	COMPUTER AND TECHNOLOGY	\$909.63
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.80)
				20913900-54100	SUPPLIES	\$0.29
				20913900-54100	SUPPLIES	\$72.81
	1JKQ-FLR9-LRG9	HP LASERJET PRINTER	\$463.56	82024414-54330	COMPUTER AND TECHNOLOGY	\$231.78
				84024421-54330	COMPUTER AND TECHNOLOGY	\$231.78
	1FD6-YYVR-64M3	FIRST AID SUPPLIES	\$4.26	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.01)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.03)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.03)
				90000000-23013	STATE USE TAX LIABILITY	(\$0.31)
				10022810-54100	SUPPLIES	\$0.38
				10022810-54100	SUPPLIES	\$4.26
	1WT9-Y474-3V6P	MOUSE PAD	\$6.27	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.01)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.03)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.03)
				20913900-54100	SUPPLIES	\$0.07
				20913900-54100	SUPPLIES	\$6.27
	19LF-TXKV-TLKQ	ATHLETIC FIRST AID KITS	\$61.57	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.08)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.31)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.31)
				90000000-23013	STATE USE TAX LIABILITY	(\$3.34)
				10022810-54100	SUPPLIES	\$4.04

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	19LF-TXKV-TLKQ	ATHLETIC FIRST AID KITS	\$61.57	10022810-54100	SUPPLIES	\$61.57
	19T9-H9KM-CG1H	WIRELESS MICROPHONE SYSTEM	\$64.99	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.09)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.33)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.33)
				90000000-23013	STATE USE TAX LIABILITY	(\$4.72)
				73022600-54100	SUPPLIES	\$5.47
				73022600-54100	SUPPLIES	\$64.99
	1GP3-GX91-7NCP	FOLDING STAND/FIRST AID KIT	\$72.38	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.09)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.35)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.35)
				90000000-23013	STATE USE TAX LIABILITY	(\$0.77)
				73022600-54100	SUPPLIES	\$1.56
				73022600-54100	SUPPLIES	\$72.38
	17WJ-HCGK-N1Y1	BATTERIES/CLOCKS/UTILITY CART	\$179.61	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.23)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.89)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.89)
				90000000-23013	STATE USE TAX LIABILITY	(\$11.27)
				73022600-54100	SUPPLIES	\$13.28
				73022600-54100	SUPPLIES	\$179.61
	1X4X-X616-JVY7	55 GALLON TOW-BEHIND SPRAYER	\$1,647.07	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$8.24)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$137.96
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,647.07

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1X4X-X616-JVY7	55 GALLON TOW-BEHIND SPRAYER	\$1,647.07	90000000-23028	MEASURE Y DISTRICT TAX	(\$8.24)
				90000000-23013	STATE USE TAX LIABILITY	(\$119.42)
	1XFW-1LXW-16PR	REPLACEMENT WATER FILTER	\$86.69	77725200-54100	SUPPLIES	\$86.69
	Vendor Total:					\$4,308.92
AMWINS GROUP BENEFITS INC	5247124	APR 18 RETIREE HEALTH INSURANCE	\$998.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$998.00
Vendor Total:					\$998.00	
AT&T	000011012866	INTERNET SERVICE	\$15.01	10021210-55100	TELEPHONE	\$7.50
				91521400-55100	TELEPHONE	\$7.51
	000011012865	TELEPHONE SERVICE	\$39.97	10021210-55100	TELEPHONE	\$19.99
				91521400-55100	TELEPHONE	\$19.98
Vendor Total:					\$54.98	
BENJAMIN KAGEYAMA	TR 3/8/18	TRAVEL REIMBURSEMENT	\$89.00	10024210-57100	LEARNING AND DEVELOPMENT	\$89.00
Vendor Total:					\$89.00	
BNY WESTERN TRUST CO	252-2092805	ANNUAL TRUSTEE FEES - UKIAH RDA 2011 SERIES B	\$1,625.00	96995669-52100	CONTRACTED SERVICES	\$1,625.00
	252-2092804	ANNUAL TRUSTEE FEES- UKIAH RDA 2011 SERIES A	\$1,625.00	96995669-52100	CONTRACTED SERVICES	\$1,625.00
	Vendor Total:					\$3,250.00
BROADCAST MICROWAVE SERVICES INC	SI-108571	TABLET/MODULAR MOUNT FOR PD VEHICLE	\$653.58	10020210-56130	EXTERNAL SERVICES	\$653.58
Vendor Total:					\$653.58	
CAROLLO ENGINEERS INC	0164508	DESIGN PHASES I&II RECYCLED WA	\$71,990.03	84024425-52100	CONTRACTED SERVICES	\$71,990.03
	0164507	DESIGN PHASES I&II RECYCLED WA	\$23,777.82	83024430-80230	INFRASTRUCTURE	\$23,777.82
	0164776	DESIGN PHASES I&II RECYCLED WA	\$28,674.47	83024430-80230	INFRASTRUCTURE	\$28,674.47
	Vendor Total:					\$124,442.32
DC ELECTRIC GROUP INC	29118	TRAFFIC SIGNAL REPAIR - S STATE & WASHINGTON	\$2,087.70	10024214-52100	CONTRACTED SERVICES	\$2,087.70
Vendor Total:					\$2,087.70	
DELL MARKETING LP	10226477689	DELL ULTRASHARP MONITOR/DELL BUSINESS DOCK	\$923.63	10021210-54330	COMPUTER AND TECHNOLOGY	\$461.82
				91521400-54330	COMPUTER AND TECHNOLOGY	\$461.81

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DELL MARKETING LP	10230183340	DELL LATITUDE 7480 LAPTOP	\$2,198.81	10021210-54330	COMPUTER AND TECHNOLOGY	\$1,099.40
				91521400-54330	COMPUTER AND TECHNOLOGY	\$1,099.41
	10232106048	MOBILE PRECISION 7720 XCTO BASE COMPUTER	\$4,876.94	10024210-54330	COMPUTER AND TECHNOLOGY	\$1,625.64
				82024410-54330	COMPUTER AND TECHNOLOGY	\$1,625.65
				84024420-54330	COMPUTER AND TECHNOLOGY	\$1,625.65
				Vendor Total:		\$7,999.38
DEPARTMENT OF JUSTICE	292317	CHEM/TEST REPORT CRIMINAL INVE	\$280.00	10020210-52100	CONTRACTED SERVICES	\$280.00
	288506	FINGERPRINT SERVICES	\$528.00	10020000-44420	FINGERPRINT FEES	\$528.00
	293006	CALIFORNIA LAW ENFORCEMENT TEL	\$1,200.48	20620231-55100	TELEPHONE	\$1,200.48
	Vendor Total:		\$2,008.48			
EAST PERKINS LLC	68564-4	ENERGY REBATE	\$2,729.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$2,729.00
					Vendor Total:	
ELECTRIC POWER SYSTEMS INTERNATIONAL INC	INV_00041548	POWER TRANSFORMER REPAIR & TES	\$337.50	80100000-80230	INFRASTRUCTURE	\$337.50
					Vendor Total:	
FEDERAL EXPRESS	6-121-11298	SHIPPING CHARGES	\$141.36	10013400-54101	POSTAGE	\$26.88
				10020210-54101	POSTAGE	\$19.77
				84024425-54101	POSTAGE	\$34.67
				84024425-54101	POSTAGE	\$60.04
				Vendor Total:		\$141.36
FILETRAIL	2018-0183	HOSTED FILE MANAGMENT SYSTEM	\$503.00	10012500-54320	SOFTWARE	\$503.00
					Vendor Total:	
FORKS RANCH MARKET	382568	CORP YARD CHRISTMAS BBQ	\$478.72	20824300-54100	SUPPLIES	\$478.72
					Vendor Total:	
GENERAL SERVICES AGENCY	20182-4	SLA AGREEMENT FEB 18	\$525.00	20620231-52100	CONTRACTED SERVICES	\$525.00
	20181-4	SLA AGREEMENT JAN 18	\$525.00	20620231-52100	CONTRACTED SERVICES	\$525.00
	Vendor Total:		\$1,050.00			

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GOLDEN GATE BRIDGE TOLL	1691838145559	BRIDGE TOLL	\$7.75	82024414-57100	LEARNING AND DEVELOPMENT	\$7.75
Vendor Total:						\$7.75
GOLDEN STATE RISK	ANC111517-17	VISION INSURANCE DEC 18	\$53.25	91521400-52521	LIABILITY INSURANCE PREMIUM	\$53.25
Vendor Total:						\$53.25
GROUND PENETRATING RADAR SYSTEMS LLC	191484	UNDERGROUND SCANNING SERVICES	\$1,795.00	80026120-52100	CONTRACTED SERVICES	\$1,795.00
Vendor Total:						\$1,795.00
IBEW, LOCAL 1245	18-03 IBEW	ELECTRIC UNIT UNION DUES MAR 18	\$1,568.19	20700000-20509	P/R DEDUCT.- UNION DUES	(\$62.52)
				20700000-20509	P/R DEDUCT.- UNION DUES	\$1,630.71
Vendor Total:						\$1,568.19
INTERCOUNTY MECHANICAL & ELECTRICAL INC	DV 032018	ENERGY REBATE	\$1,834.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$1,834.00
	6365	REPAIRS AS NEEDED	\$165.00	82024414-56120	EQUIPMENT MAINTENANCE & REPAIR	\$165.00
Vendor Total:						\$1,999.00
INTERWEST CONSULTING GROUP INC	38873	ON-CALL BUILDING & PLAN CHECK	\$211.25	10023320-52100	CONTRACTED SERVICES	\$211.25
	38874	ON-CALL BUILDING & PLAN CHECK	\$257.50	10023320-52100	CONTRACTED SERVICES	\$257.50
Vendor Total:						\$468.75
JAMES O'BRIEN	TR 2/24-3/2/18	TRAVEL REIMBURSEMENT	\$4,001.88	80026210-57100	LEARNING AND DEVELOPMENT	\$4,001.88
Vendor Total:						\$4,001.88
KIPPI CUMMINS	TR 2/21-23/18	TRAVEL REIMBURSEMENT	\$30.13	10013400-57100	LEARNING AND DEVELOPMENT	\$30.13
Vendor Total:						\$30.13
KOMLINE-SANDERSON	42038287	WASHWATER VALVE	\$529.16	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$529.16
	42038400	WASHWATER VALVE	\$2,733.02	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,733.02
Vendor Total:						\$3,262.18
LARRY WALKER ASSOCIATES INC	00564.02-9	APPLICATION PREPARATION (NPDES	\$3,655.00	84024425-52114	COMPLIANCE STUDIES	\$3,655.00
Vendor Total:						\$3,655.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LES SCHWAB TIRE CENTER	64000348014	MISCELLANEOUS TIRE SERVICES AS	\$37.43	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$37.43
	64000347352	MISCELLANEOUS TIRE SERVICES AS	\$119.95	10024220-56130	EXTERNAL SERVICES	\$119.95
	64000348936	TIRES FOR AIRPORT FUEL TRUCK	\$2,693.06	77725200-56130	EXTERNAL SERVICES	\$2,693.06
Vendor Total:						\$2,850.44
LIEBERT CASSIDY WHITMORE	1456093	LEGAL SERVICES - PERSONNEL	\$728.00	10016100-52100	CONTRACTED SERVICES	\$728.00
	Vendor Total:					\$728.00
LIFE ASSIST	847220	EMS SUPPLIES	\$67.67	10021210-54100	SUPPLIES	\$33.83
				91521400-54100	SUPPLIES	\$33.84
	Vendor Total:					\$67.67
LINDA LEIGH FRANCIS	DV031918	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00
LONNA YOUNG	DV032318	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00
LORI MARTIN	TR 2/20-23/18	TRAVEL REIMBURSEMENT	\$45.00	20513300-57100	LEARNING AND DEVELOPMENT	\$45.00
	Vendor Total:					\$45.00
LORY LIMBIRD	DV032118	REIMBURSEMENT - COUNTY FEE NOTARY PUBLIC	\$38.00	10024210-59101	FEES	\$12.66
				82024410-59101	FEES	\$12.67
				84024420-59101	FEES	\$12.67
	TR 1/30/18	TRAVEL REIMBURSEMENT	\$20.00	10024210-57100	LEARNING AND DEVELOPMENT	\$6.67
				82024410-57100	LEARNING AND DEVELOPMENT	\$6.67
				84024420-57100	LEARNING AND DEVELOPMENT	\$6.66
	Vendor Total:					\$58.00
	DV032318	REIMBURSEMENT - REGISTRATION FOR S. BRANSON	\$1,995.00	80026220-57100	LEARNING AND DEVELOPMENT	\$1,995.00
	Vendor Total:					\$1,995.00
MENDOCINO COMMUNITY HEALTH CLINIC	114810-5	ENERGY REBATE	\$1,500.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$1,500.00
	Vendor Total:					\$1,500.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH34449	FOOD FACILITY PERMIT # FD1924	\$182.00	10022300-54100	SUPPLIES	\$182.00
	EH34420	POOL FACILITY PERMIT # PL016	\$270.00	10022300-54100	SUPPLIES	\$270.00
	Vendor Total:					\$452.00
MENDOCINO METALS INC	8094	CUSTOM MEMORIAL BENCH BRACKETS	\$6,039.84	90000000-23212	ADOPT-A-TREE PROGRAM	\$6,039.84
	Vendor Total:					\$6,039.84
NORTH COAST OPPORTUNITIES, INC	020718	IMPLEMENTING COMMUNITY FOCUS G	\$2,103.75	10022810-52100	CONTRACTED SERVICES	\$2,103.75
	Vendor Total:					\$2,103.75
ONE TIME PAY VENDOR	3475	BUILDING PERMIT REFUND - # 3475 MENDOCINO ROOFING	\$157.49	90000000-23027	BUILDING STDS ADMIN SPEC FD	\$1.00
				90000000-23234	GENERAL PLAN UPDATE FEES	\$19.10
				90000000-23005	STRONG MOTION INSTR. PROG.	\$1.12
				10023300-42212	TECH & RECORDS SURCHARGE	\$3.82
				10023300-42213	TEMP CERT OF OCCUPANCY	\$127.36
				10023300-42211	TRAIN & CERTIFICATION SURCHRG	\$5.09
	3192	SEWER PERMIT REFUND - # 3192 CALI PREMIER	\$2,618.60	84300000-44640	CONNECTION FEES	\$2,618.60
	116876-4	UTILITY REFUND - ELLIOTTS CHRISTMAS TREES	\$66.19	90100000-10421	UTILITY RECEIVABLES CLEARING	\$66.19
	Vendor Total:					\$2,842.28
	PACE SUPPLY CORPORATION	024440908	MISCELLANEOUS ITEMS AS NEEDED	\$601.02	82000000-12104	INVENTORY - PURCHASES
024441944		MISCELLANEOUS ITEMS AS NEEDED	\$26.36	84024425-54102	SMALL TOOLS	\$26.36
024423703-1		MISCELLANEOUS ITEMS AS NEEDED	\$28.94	82024414-54100	SUPPLIES	\$28.94
Vendor Total:					\$656.32	
PACIFIC REDWOOD MEDICAL GROUP INC	794	MEDICAL SCREENING	\$494.00	10021210-54100	SUPPLIES	\$247.00
				91521400-54100	SUPPLIES	\$247.00
	Vendor Total:					\$494.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	3822-9 MAR 18	PACIFIC GAS & ELECTRIC	\$7,242.50	84024425-55200	PG&E	\$3,756.64
				10022100-55210	UTILITIES	\$93.68
				10022300-55210	UTILITIES	\$151.06
				20822500-55210	UTILITIES	\$2,069.84
				69122700-55210	UTILITIES	\$185.94
				70024500-55210	UTILITIES	\$503.95
				73022600-55210	UTILITIES	\$8.39
				73022600-55210	UTILITIES	\$329.55
				77725200-55210	UTILITIES	\$52.79
				84024421-55210	UTILITIES	\$90.66
Vendor Total:					\$7,242.50	
RAINFOREST FANTASY	02868	PEER SUPPORT - A. KAESER	\$59.61	10020210-54100	SUPPLIES	\$59.61
	02867	PEER SUPPORT - M. MORSE	\$65.03	10020210-54100	SUPPLIES	\$65.03
Vendor Total:					\$124.64	
REDWOOD COAST FUELS	1917802	CARDLOCK FUEL PURCHASES	\$7,609.66	10020210-56210	FUEL & FLUIDS	\$91.39
				10020210-56210	FUEL & FLUIDS	\$2,350.27
				10020224-56210	FUEL & FLUIDS	\$54.79
				10022100-56210	FUEL & FLUIDS	\$723.34
				10024210-56210	FUEL & FLUIDS	\$17.00
				10024220-56210	FUEL & FLUIDS	\$1,695.27
				20324100-56210	FUEL & FLUIDS	\$150.79
				20513382-56210	FUEL & FLUIDS	\$24.13
				20822500-56210	FUEL & FLUIDS	\$39.01
				80026400-56210	FUEL & FLUIDS	\$1,240.71
				82024411-56210	FUEL & FLUIDS	\$268.68
				82024414-56210	FUEL & FLUIDS	\$17.00
				82024414-56210	FUEL & FLUIDS	\$169.06
				82024414-56210	FUEL & FLUIDS	\$224.76

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1917802	CARDLOCK FUEL PURCHASES	\$7,609.66	84024421-56210	FUEL & FLUIDS	\$17.01
				84024421-56210	FUEL & FLUIDS	\$144.01
				84024421-56210	FUEL & FLUIDS	\$191.47
				84024425-56210	FUEL & FLUIDS	\$190.97
	1917939	FUEL & FLUIDS	\$1,146.64	10021210-56210	FUEL & FLUIDS	\$573.32
				91521400-56210	FUEL & FLUIDS	\$573.32
				Vendor Total:		\$8,756.30
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	0001018-IN	LIABILITY & PROPERTY DEDUCTIBLES	\$19,012.81	20216200-52522	LIABILITY & PROPERTY DEDUCT	\$19,012.81
	18-04 EAP	APR 18 REMIF EAP INSURANCE	\$511.36	20112400-52525	WORKER'S COMP. EXPENSE	\$511.36
REDWOOD TOXICOLOGY LAB INC	00169820182	DRUG SCREENING TESTING	\$35.50	10020210-52100	CONTRACTED SERVICES	\$35.50
					Vendor Total:	
RICK PINTANE	TA 4/11-15/18	TRAVEL ADVANCE	\$837.40	10020210-57100	LEARNING AND DEVELOPMENT	\$837.40
					Vendor Total:	
RICKEY DEAN	DV 032718	REIMBURSEMENT MEDICAL EXAM	\$125.00	10021210-54100	SUPPLIES	\$62.50
				91521400-54100	SUPPLIES	\$62.50
				Vendor Total:		\$125.00
RONALD P CAVIGLIA	DV032318	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	
SAVINGS BANK OF MENDOCINO COUNTY	MAR 18	LOVERS LANE LOAN PAYMENT	\$1,945.41	10021210-70201	LOAN PRINCIPAL PAYMENTS	\$1,361.79
				91521400-70201	LOAN PRINCIPAL PAYMENTS	\$583.62
				Vendor Total:		\$1,945.41
SCHNEIDER ELECTRIC IT USA INC	3415461	STEP DOWN TRANSFORMER	\$547.88	20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$547.88
					Vendor Total:	
SCOTT BRANSON	TR 3/13-16/18	TRAVEL REIMBURSEMENT	\$1,214.38	80026220-57100	LEARNING AND DEVELOPMENT	\$1,214.38
					Vendor Total:	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SCOTT'S PPE RECON INC	33883	FIRE PATCHES	\$56.91	10021210-54100	SUPPLIES	\$28.46
				91521400-54100	SUPPLIES	\$28.45
				Vendor Total:		\$56.91
SNAP-ON INDUSTRIAL	ARV/35446211	TOOLS FOR SERVICE TRUCK #2625	\$54.85	20324100-54102	SMALL TOOLS	\$54.85
	ARV/35431551	TOOLS FOR SERVICE TRUCK #2625	\$332.02	20324100-54102	SMALL TOOLS	\$332.02
	ARV/35404291	TOOLS FOR SERVICE TRUCK #2625	\$697.75	20324100-54102	SMALL TOOLS	\$697.75
	ARV/35576140	TOOLS FOR SERVICE TRUCK #2625	\$815.11	20324100-54102	SMALL TOOLS	\$815.11
	ARV/35385559	TOOLS FOR SERVICE TRUCK #2625	\$3,815.79	20324100-54102	SMALL TOOLS	\$3,815.79
Vendor Total:						\$5,715.52
STATE OF CALIFORNIA	149762	FSTEP COURSE REGISTRATION	\$668.00	10021210-57100	LEARNING AND DEVELOPMENT	\$334.00
				91521400-57100	LEARNING AND DEVELOPMENT	\$334.00
				Vendor Total:		\$668.00
STATE WATER RESOURCES CONTROL BOARD	DV032318	RENEWAL - WATER TREATMENT OPERATOR - K. PIERACHINI	\$60.00	20324100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$60.00
					Vendor Total:	
THE HOMESTEAD EXCHANGE COOPERATIVE INC	49589-5	ENERGY REBATE	\$4,000.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$4,000.00
					Vendor Total:	
TONY L SUMMIT	DV031918	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	
TRACTOR SUPPLY COMPANY	72162-1	ENERGY REBATE	\$4,000.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$4,000.00
					Vendor Total:	
UNITED SITE SERVICES	114-6459980	PORTABLE TOILET RENTAL	\$136.32	80026220-52100	CONTRACTED SERVICES	\$136.32
					Vendor Total:	
WELLS FARGO BANK NA	1545523	ANNUAL TRUSTEE FEE FOR WRRB SERIES 2016	\$5,000.00	82224413-52500	TRUSTEE FEES	\$5,000.00
					Vendor Total:	

List of Checks Presented for Approval on 3/30/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WITMER PUBLIC SAFETY GROUP	E1692742.001	STRUCTURE HELMET SHIELD	\$60.49	10021210-54100	SUPPLIES	\$30.25
				91521400-54100	SUPPLIES	\$30.24
Vendor Total:						\$60.49
INVOICE TOTAL:						\$259,964.99



AGENDA SUMMARY REPORT

SUBJECT: Approve the Repair and Rebuild of the Wastewater Treatment Plant's Floway 16DKH Vertical Turbine Pump from Weir Floway, Inc. in the Amount of \$24,777.57 and approve the corresponding budget amendment.

DEPARTMENT: Water Resources

PREPARED BY: Mary Horger

ATTACHMENTS:

[Attachment 1 - FINAL 2018-03-23 FieldService TDI Report quote RMA883 R4](#)

Summary: Council will consider approving the repair and rebuild of the Wastewater Treatment Plant's Floway 16DKH vertical turbine pump from Weir Floway, Inc., in the amount of \$24,777.57 and corresponding budget amendment.

Background: In late February, the Wastewater Treatment Plant took out of service a Floway 16DKH vertical turbine pump and shipped it to Weir Floway, Inc. for tear-down and inspection, as the pump was in need of maintenance.

Discussion: On April 10, 2018, the inspection report was submitted (please see Attachment 1) uncovering

RECOMMENDED ACTION: Approve the repair and rebuild of the Wastewater Treatment Plant's Floway 16DKH vertical turbine pump from Weir Floway, Inc. in the amount of \$24,777.57 and approve the corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: WWTP Equipment Maintenance and Repair; Account 84024425.56120; Available Amount FY 17-18: \$9,500

PROPOSED BUDGET AMOUNT: 84024425.56120 - \$25,000

FINANCING SOURCE: Sewer Operating Fund

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sean White, Water and Sewer Director; Alan Hodge, Lead WWTP Operator; Dave Kirch, Fleet Maintenance Supervisor

Approved: _____


Sage Sangiacomo, City Manager

various items that needed addressing, consistent with normal wear and tear for a pump of its age, including complete replacement of the bowl shafts, bearings, and replacement of minor parts including the collets. Cost quoted was \$23,277.57. Including the initial tear-down and inspection cost of \$1500.00, the total repair price will be \$24,777.57.

It is therefore Staff's recommendation to approve the pump repair and rebuild from Weir Floway, Inc. in the amount of \$24,777.57. Time is of the essence on the repair, as the estimated turnaround time is 6-8 weeks.

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706
USA

CITY OF UKIAH

CO 14253-5-3 | RMA-883

Single stage, 16DKH vertical turbine pump returned for refurbishment



Customer:	City of Ukiah
Customer ID:	14253-5-3
Model Number, SN:	16DK CLOSE COUPLED PUMP
Lateral Setting:	NA
Order Number:	Original CO 14253, Rebuild CO 80506
Location:	CITY OF UKIAH 300 SEMINARY AVENUE UKIAH CA 95482

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706
USA



Picture #1 – Pump was received on a flatbed in good condition. Head shafts were received with the units.



Picture #2 – Additional picture of the pump when delivered

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

Flow Control
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2494 S Railroad Ave
Fresno, CA 93706
USA



Picture #3 – The discharge head was inspected when removed. The head will be reused.
Parts to be blast and recoated for protection.

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
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Fresno, CA 93706
USA



Picture #4 – Picture prior to the tension nut being removed. Customer has indicated they wish to change this to injection lube system.



Picture #5 – Picture after removal. Bearing surface will be replaced. Overall this is in good condition.



Picture #6,7 – This assembly does not exhibit any unusual wear.

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706
USA



Picture #8 – Rust on the back side of the discharge will be removed prior to reconditioning



Picture #9 – Front view during disassembly



Picture #10 – No issues with Bell separation



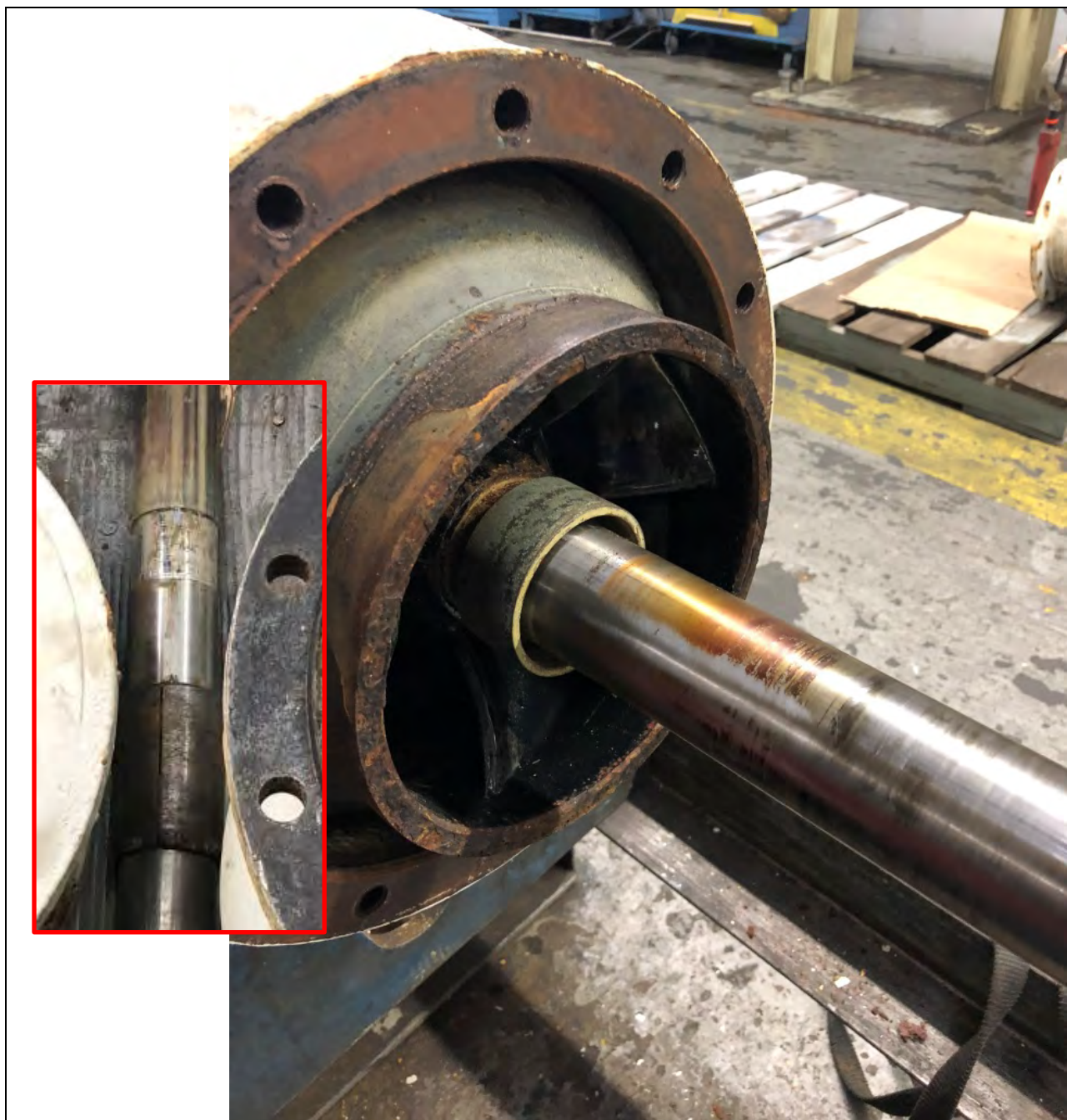
Picture #11 – Second picture of bell in relatively good condition given the pumps age. Nothing other than wear detected.

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

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Weir Floway, Inc.
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USA



Picture #12 – Bowl shafting need to be replaced. The inset picture indicates heavy wear on bearing contact surfaces. Not necessarily unusual for a pump of this age.

Floway Teardown and Inspection Report



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USA



Picture #13 – Threaded connection of enclosing tube and the enclosing tube itself is reusable



Picture #14 – additional pictures of

Inspection Date: March 23th, 2018

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Weir Floway, Inc.
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Fresno, CA 93706
USA



Picture #15 – The lining is in good condition. Floway recommendation will be to reuse with reconditioning of; steam cleaning and wire brushing. The external surfaces are to be blasted and recoated with the rest of the pump.

Inspection Date: March 23th, 2018

Flow Control
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USA



Picture #16 – Impellers are to be reused with reconditioning. The reconditioning will be a steam clan and wire brush to remove deposits and scale.

Floway Teardown and Inspection Report



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
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USA

Report of Findings:

The inspection of this pump was similar to the previous pump evaluated under RMA-852. This pump does indicate wear but in line for a pump in service for 20 years. This pump can be recondition and put back service with only a complete replacement of the bowl shafts, bearings, and replacement of minor parts such as the collets.

It is Field Service understanding that the customer is asking to change the tension nut assembly to an injection lube. Aftermarket will disc

Conclusions:

This pump is found to be consistent with normal wear and tear for a pump of its age. The attached quote reflects a repair and return to service.



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706
USA

APPENDIX A

Floway Repair Quote

CITY OF UKIAH WWTP
300 SEMINARY
UKIAH CA 95482
USA

Sub-Total:	\$21,380.00
Order Disc (0.00%):	\$0.00
(EXTRNL) Sales Tax:	\$1,897.57
Freight:	\$0.00
Misc. Chgs:	\$0.00
EX-Works Fresno Total:	\$23,277.57

Please note, your purchase order must include the following: billing address, shipping address, purchase price, tax (if applicable), payment terms, freight terms, quote number and ship date.

QUOTATION



Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706 USA

T +1 559 442 4000
F +1 559 442 3098
www.global.weir

Bill To: 8266

CITY OF UKIAH
ATTN: ACCOUNTS PAYABLE
300 SEMINARY AVENUE
UKIAH CA 95482
USA

Ship To:

CITY OF UKIAH
ATTN: ACCOUNTS PAYABLE
300 SEMINARY AVENUE
UKIAH CA 95482
USA

Contact:
Phone: 707-463-6233
FAX: 707-463-6234

Contact:
Phone:

QUOTE#	PAYMENT TERMS	DATE QUOTED	TAKEN BY	REGION	QUOTE VALIDITY
E000015845	NET 30 DAYS	04/06/2018	JR	m01	30 DAYS
ITEM	QTY	EST. LEAD TIME	UNIT PRICE	NET AMOUNT	
1) 7980602MS SEAL, JOB CHESTERTON 442 FOR 1.69SHFT	1 EA	4 WEEKS	\$4,438.00	\$4,438.00	USD
2) 542568-083 COUPLING, SHAFT-THRD-1.50	1 EA	STOCK	\$55.00	\$55.00	USD
3) 545735-097-05388 SHAFT, BOWL1-T-C-169x225x053.88	1 EA	3 WEEKS	\$1,113.00	\$1,113.00	USD
4) 541864-093 COUPLING, SHAFT-THRD-1.69	3 EA	5 WEEKS	\$158.00	\$474.00	USD
5) 100496-107-08 SCREW, CAP, HX-0.63-11NCx2.75	12 EA	STOCK	\$13.00	\$156.00	USD
6) 100889-222 NUT, HX-0.63-11NC	12 EA	4 WEEKS	\$3.00	\$36.00	USD
8) 545462-1023 BEARING TUBE ADPT 1.688 x 2.500 x 3.50	1 EA	STOCK	\$920.00	\$920.00	USD
10) 761974-1023 BEARING THROTTLE 2.250 x 2.938 x 5	1 EA	6 WEEKS	\$1,080.00	\$1,080.00	USD

Price quoted, based on quantity quoted.
International Quotes/Orders: Value Added Tax (VAT) Not Included.

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E000015845	NET 30 DAYS	04/06/2018	JR	m01	30 DAYS
ITEM	QTY	EST. LEAD TIME	UNIT PRICE	NET AMOUNT	
11) 302145-1014 RING, O-2.563 x 2.750 x 0.094	1 EA	STOCKS	\$3.00	\$3.00	USD
12) 541277-1083 COLLET, IMP-2.25-STD_15DK, 16DK, MK, 18MK	1 EA	STOCK	\$107.00	\$107.00	USD
13) 542239-1039 BEARING, SUCTION-2.25x2.75x10.00	1 EA	STOCK	\$173.00	\$173.00	USD
14) 541279-097 COLLAR, SAND-2.25-3.00-1.38	1 EA	STOCK	\$110.00	\$110.00	USD
15) 100611-107-02 SCREW, SET-HX-0.25-20NCx0.25-CUP_POINT	2 EA	STOCK	\$3.00	\$6.00	USD
16) 101472-3051 PLUG PIPE 2.500 NPT C' SUNK	1 EA	STOCK	\$53.00	\$53.00	USD
17) 764038-1022 BEARING ELS 1.688 x 2.500 INJ LUBE	3 EA	6 WEEKS	\$193.00	\$579.00	USD
18) 763711-626-03 BEARING, MRN-2.25x2.94x02.00LG	1 EA	8 WEEKS	\$248.00	\$248.00	USD

Price quoted, based on quantity quoted.
International Quotes/Orders: Value Added Tax (VAT) Not Included.

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Parts Contact Info:

Phone: (559) 441-4059

Fax: (559) 442-3098

Email: flowayparts@weirminerals.com

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E000015845	NET 30 DAYS	04/06/2018	JR	m01	30 DAYS
ITEM	QTY	EST. LEAD TIME	UNIT PRICE	NET AMOUNT	
19) 100496-107-04 SCREW, CAP, HX-0.63-11NCx1.75	1 EA	STOCK	\$7.00	\$7.00	USD
20) 545796-1013 GASKET, FF-16-TURBx16.53x.03	3 EA	STOCK	\$18.00	\$54.00	USD
21) 304335-1014 RING, O-2.750 x 3.125 x 0.188	1 EA	STOCK	\$3.00	\$3.00	USD
22) 305432-1014 RING, O-05.38IDx0.25RD	1 EA	STOCK	\$5.00	\$5.00	USD
23) 304330-1014 RING, O-2.125 x 2.500 x 0.188	1 EA	STOCK	\$5.00	\$5.00	USD
24) 548304-1051 BELL, 16DK-NO-FLG-STD-2.25-STD	1 EA	STOCK	\$1,135.00	\$1,135.00	USD
25) 301042-1014 RING, O-3.250 x 3.375 x 0.063	1 EA	STOCK	\$3.00	\$3.00	USD
26) 100492-106-04 SCREW, CAP, HX-0.50-13NCx1.25	8 EA	3 WEEKS	\$3.00	\$24.00	USD

Price quoted, based on quantity quoted.
International Quotes/Orders: Value Added Tax (VAT) Not Included.

16

QUOTATION



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E000015845	NET 30 DAYS	04/06/2018	JR	m01	30 DAYS
ITEM	QTY	EST. LEAD TIME	UNIT PRICE	NET AMOUNT	
27) 100488-106-05 SCREW, CAP, HX-0.38-16NCx1.00	1 EA	STOCK	\$3.00	\$3.00	USD
28) 548021-1145 PLUG, PIPE-0.38NC_PUSH-IN TYPE	2 EA	STOCK	\$3.00	\$6.00	USD
29) 548021-4145 PLUG, PIPE-0.50NPT_PUSH-IN TYPE	1 EA	STOCK	\$3.00	\$3.00	USD
30) 10003551-1021 NUT, TENSION, SEAL-1.69x2.50LHx3.25	1 EA	14 WEEKS	\$1,795.00	\$1,795.00	USD
31) 789076-051 PLATE, TENSION-5.38x2.50-IL	1 EA	14 WEEKS	\$1,558.00	\$1,558.00	USD
32) 102508-106-08 STUD-0.50-13NCx3.00	4 EA	4 WEEKS	\$8.00	\$32.00	USD
33) 100887-247 NUT, HX-0.50-13NC	4 EA	STOCK	\$3.00	\$12.00	USD
34) 10001777-006-050 WASHER, FLAT-0.50_SAE	4 EA	4 WEEKS	\$3.00	\$12.00	USD

Price quoted, based on quantity quoted.
International Quotes/Orders: Value Added Tax (VAT) Not Included.

17

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E000015845	NET 30 DAYS	04/06/2018	JR	m01	30 DAYS
ITEM	QTY	EST. LEAD TIME	UNIT PRICE	NET AMOUNT	
35) 549673-1013 GASKET, FF-12-150#x13.53x.03	1 EA	STOCK	\$24.00	\$24.00	USD
38) PLACEHOLDER-MFG RECOAT/BLAST/PAINT ENTIRE PUMP	1 EA		\$4,788.00	\$4,788.00	USD
39) PLACEHOLDER-MFG STEAM CLEARN OIL TUBE ID. CHECK FOR COATING OD CHECCK FOR STRAIGHTNESS	1 EA		\$730.00	\$730.00	USD
40) PLACEHOLDER-MFG ASSEMBLE PUMP	1 EA		\$1,630.00	\$1,630.00	USD

***** Notes *****
FOB FRESNO
S/N 14253-5-1
***** End User *****

CITY OF UKIAH WWTP
300 SEMINARY
UKIAH CA 95482
USA

Sub-Total:	\$21,380.00
Order Disc (0.00%):	\$0.00
(EXTRNL) Sales Tax:	\$1,897.57
Freight:	\$0.00
Misc. Chgs:	\$0.00
EX-Works Fresno Total:	\$23,277.57

Please note, your purchase order must include the following: billing address, shipping address, purchase price, tax (if applicable), payment terms, freight terms, quote number and ship date.

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18

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E000015845	NET 30 DAYS	04/06/2018	JR	m01	30 DAYS
ITEM	QTY	EST. LEAD TIME	UNIT PRICE	NET AMOUNT	

PROGRESS PAYMENTS ARE AS FOLLOWS ON ALL ORDERS OF \$150k OR MORE:

Orders over \$150,000 USD are required to submit a payment for 50% of the order value at time of order placement. The balance will be due net 30 days from shipment pending approval of open account payment terms from Weir Floway, Inc.'s Credit Department.

Price quoted, based on quantity quoted.
International Quotes/Orders: Value Added Tax (VAT) Not Included.

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Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706 USA

TERMS AND CONDITIONS OF SALE

Weir Floway, Inc. (Seller) has provided a formal written quotation outlining the proposed scope of supply. Our proposal is submitted subject to the following terms. Seller provides this proposal for Buyer's review and to clearly define the Seller's scope, options, pricing, and comments in response to Buyer's request for quotation. Quotations are subject to change without notice, otherwise firm for 30 days from date of issuance unless otherwise stipulated by written quotation of Seller. Where projects require approval of test documents (test curves, hydrostatic certifications, etc.) documentation will be submitted and ten (10) days after date of submittal equipment will be: a) shipped or b) invoiced and stored with charge(s) per Item 11, below, with payment due in accordance with Weir Floway standard payment terms or as agreed upon by mutually signed contract.

1. **ORDER ACCEPTANCE** – Acceptance of Buyer's order is subject to Seller's credit department approval, a signed mutually agreed upon purchase order, and these terms. Any additional or different terms and provisions are expressly rejected by the Seller. Only Seller's contract manager, a vice president, or president can accept an order. If Buyer does not respond to Seller's order acceptance within ten days the order will be processed based on these terms.
2. **PRICE** – Prices shall be those in effect at time of shipment. All prices Seller's standard design products constructed of standard material are subject to change without notice and all shipments will be invoiced at the price in effect at the time of shipment except for: A) a Buyer's order for immediate shipment postmarked prior to a given price change that is not held for lack of credit approval will be invoiced at the price in effect at the time of postmark; and B) prices negotiated on a firm basis. Prices are for products of Seller's standard design and materials without change. Any requests for a change in material or design are subject to special pricing. Price protection on accessories will be in accordance with that given by the accessory manufacturer. Unless otherwise agreed, prices do not include cost of any testing or test reports, special inspection, documentation (except those normally performed by Seller during the manufacturing process), or the supplying of any drawings or prints except those currently on file at Seller's factory.
3. **TAXES** – Unless agreed otherwise, prices do not include taxes or duties of any kind. Sales or other taxes imposed on the sale of goods shall be separately invoiced unless Buyer provides Seller with an acceptable tax exemption certificate.
4. **PAYMENT** – Payment shall be in US dollars, net-30 days from date of invoice. Overdue amounts shall bear interest at the rate of 10% per annum the highest rate allowed by the applicable law, whichever is less.
 - a. For orders <\$150,000 shipped within the United States, terms are net-30 days from date of invoice.
 - b. For orders >\$150,000 shipped within the United States:
 - i. 15% upon approval of submittals
 - ii. 25% upon receipt of major pump materials at factory for production (castings)
 - iii. 60% upon shipment and invoice
 - c. For export orders, unless otherwise agreed Buyer must pay in advance or provide an irrevocable letter of credit (LC) with Buyer paying any confirmation charges. An LC must be:
 - i. irrevocable and confirmed by a U.S. Bank,
 - ii. name Seller as the beneficiary,
 - iii. have an expiration date no earlier than 21 days after the last shipment date, and
 - iv. have payment terms at site (for orders <\$150,000)

Any payment milestones must be incorporated into the LC. Payment shall not be conditioned upon Buyer receiving payment from its customer. Payment is to be made only to Weir Floway, Inc. Prorated payments shall become due from the date on which the Seller is notified of the delay. All orders are subject to approval of Seller's credit department. If, in the sole judgment of Seller, the financial condition of Buyer at any time does not justify starting or continuing production or shipment on the terms of payment specified herein, Seller may require full or partial payment in advance of production or delivery. Regardless of prices quoted, all orders will be invoiced at established minimum net charge in effect at the time of purchase. Prices may be subject to change should Buyer delay approval of Seller supplied documentation more than 15 working days from date of submittal. When Buyer does not pay in full upon delivery it is buying the goods on credit and is a debtor of Seller. In such cases Buyer authorizes Seller to prepare and/or file and/or add additional information as it becomes available (which Seller in its sole discretion may deem necessary to create and perfect a security interest) including but not limited to a security agreement, initial financing statement, initial financing statement in lieu of a continuation statement, amendments, and continuation statements, by any means authorized by law, whether such law is currently in effect or becomes effective after the execution of this agreement, including electronic filing. Buyer understands and agrees that by signing, it has authenticated this agreement as a record and authorizes Seller to (1) prepare and file such record(s) without the signature of Buyer, (2) file such writing bearing any general, generic or super-generic description of the collateral authorized by the applicable code and (3) file any future records, which shall be deemed authenticated (as defined in the applicable commercial code) by Buyer.

5. **COSTS OF COLLECTION** – In the event Buyer does not pay as required, Buyer shall pay Seller's reasonable costs of collection including attorney's fees and legal expenses, all of which may be made a part of any judgment entered against Buyer.
6. **TERMINATION FOR CAUSE** – Seller may terminate this Agreement upon written notice if the Buyer has failed to make any payment on the due date and the sum remains outstanding 30 days after Seller has advised Buyer of the default. In the event of termination Buyer shall remain responsible for all outstanding payments and in addition shall pay the Seller for all materials purchased and work performed, but unbilled, as at the date of termination.
7. **CHANGES** – Seller will not implement any changes in the scope of work unless Buyer and Seller first agree in writing to the details of the change and any resulting price, schedule, or other contractual modifications. The minimum charge for a change will be \$100.00 plus the net add or deduct of labor and material. Any change to any law, rule, regulation, order, code, standard or requirement which requires any change hereunder shall entitle Seller to an equitable adjustment in the price and any time for performance.
8. **CANCELLATION** – Orders shall not be subject to cancellation by Buyer unless agreed to in writing by Seller.
9. **TIME** – Shipment dates are best estimates only at time of proposal and subject to change based on manufacturing load and sub-supplier schedules at Seller's date of order and/or full release to manufacture.
10. **DELIVERY / RISK OF LOSS** – Delivery takes place when the goods are loaded onto the freight carrier for shipment. Risk of loss transfers to Buyer at that time. Buyer shall inspect shipments upon receipt from carrier and file any damage claim against the carrier. Reimbursement for damaged or lost items must be from carrier to Buyer on the basis of Buyer's claim. With regard to items possibly omitted from a shipment, it shall be Buyer's responsibility to inspect each shipment upon receipt and notify Seller of any claimed omission within ten (10) days of receipt of such shipment. NO CLAIMS FOR OMITTED ITEMS WILL BE ALLOWED AFTER TEN (10) DAYS FROM BUYER'S RECEIPT OF THE SHIPMENT.
11. **SHIPMENT** – Goods will be shipped EXW Fresno, California (Incoterms 2010). Seller manufactures engineered to order products. Upon completion of manufacturing, unless specifically requested in writing, Seller may make partial shipments. If Buyer does not accept delivery within two (2) weeks of the notification of readiness to ship, Seller will invoice the order and store the goods at Buyer's expense. A storage fee of 1.5% of the PO value per month will be charged and invoiced two (2) weeks after notification of readiness to ship and each month thereafter until delivery. Any and all additional charges due to delays in shipping after notification of readiness to ship will be to Buyer's account. Where projects require approval of test documents (test curves, hydrostatic certifications, etc.) documentation will be submitted and ten (10) days after they are submitted the equipment will be: a) shipped or b) invoiced and stored with charge(s) per this clause, and, unless otherwise agreed, with payment due in accordance with Seller's standard payment terms. Motors, engines and other auxiliary equipment may be shipped and billed separately from the pumps.
12. **FORCE MAJEURE** – Seller will not be responsible for any failure in performance of any obligations under this agreement caused by circumstances beyond its reasonable control including, without limiting the generality of the foregoing, Acts of God, acts of government or the public enemy, riots, embargoes, strikes or other labor disturbances, supply chain delays, casualties, accidents, or transportation problems. Seller will notify the Buyer in writing of any such cause that would affect its performance. In the event of Force Majeure, the time of performance, shall be extended by a period of time equal to the period of force majeure and its consequences. Notwithstanding, if the Seller's performance is delayed, due to Force Majeure, for a period exceeding sixty (60) days from the mutually agreed upon shipment date, either party will have the right to terminate this agreement, and if Buyer terminates Buyer will pay Seller for substantiated material and labor costs performed up to date of notice.
13. **WARRANTY** – Seller warrants each good to be free of defects in material and workmanship for a period of one (1) year after the initial operation or eighteen (18) months after date of shipment, whichever is sooner (the "Warranty Period"). Defective product(s) or part(s) shall be returned to the Seller in accordance with the terms of the "RETURN OF EQUIPMENT" section below.

Conditions. These warranties and remedies are conditioned upon (a) the proper storage, installation, operation, and maintenance of the goods, (b) the keeping of proper operation and maintenance records during the Warranty Period and providing Seller access to those records, and (c) Buyer not being in default of any payment obligation to Seller. Any modification or repair of any of the goods (other than routine maintenance) not authorized by Seller shall void the warranty.

Repairs. When, within the Warranty Period, Seller is given prompt notice of a defect, it shall repair or replace, at its option, the defective part or Good, or re-perform services, provided Buyer provides satisfactory proof to Seller of the defect, including, for well and equipment performance and operations, all relevant data and documentation needed to make an assessment. Seller's sole obligation, and Buyer's sole remedy, shall be this repair, replacement, or re-performance. Buyer must return defective Goods or parts freight prepaid for inspection to an authorized service center designated by Seller. Buyer shall provide access to the items to be repaired or replaced and remove any materials or structures necessary to provide free and clear access, as well as supply any necessary equipment, and bear the costs of access (including removal and replacement of systems, structures or other parts of Buyer's facility), de-installation, decontamination, re-installation, and transportation of Goods to Seller and back to Buyer. Seller will deliver replacements for defective Goods to Buyer prepaid to the delivery destination provided by the original order. Repaired or replaced parts or Goods and re-performed services shall remain under warranty for the unexpired portion of the original Warranty Period as warranty work shall not extend the Warranty Period. All Goods and parts replaced under this limited warranty shall become the property of Seller. If Seller determines that any warranty claim is not, in fact, covered by this limited warranty, Buyer shall pay Seller its then customary charges for its labor, repair, or replacement efforts. Seller may refer the good to a Seller authorized repair facility for assessment and repair. Costs for shipment will be F.O.B. Seller's factory or service facility outlet. Seller will not be responsible for removal or re-installation (push/pull) required for warranty consideration or repair.



Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706 USA

Returns. No equipment shall be returned to Seller without Seller first issuing written returned material authorization (RMA) and shipping instructions. Buyer must pay transportation costs to the Seller and clearly mark each item with the appropriate RMA number. Returned goods are subject to Seller's inspection and acceptance. Authorization will not be given for return of damaged or worn materials, or would in Seller's opinion result in an amount of stock in excess of what Seller normally carries. For equipment not manufactured by the Seller, credit will only be issued if credit is allowed by the original equipment supplier; in which case credit will be minus all freight and other expenses Seller incurs. The credit will be further reduced by a minimum restocking fee equal to 10% of the price of the returned goods.

Exclusions. Seller cannot and will not be responsible for Buyer's system or system requirements not clearly defined prior to order placement. The warranty does not apply to a defect caused or contributed to by: (a) abrasive materials, corrosion, lightning, improper voltage supply, mishandling or misapplication, normal wear and tear due to operation or environment, or accident; (b) parts which are normally consumed in operation, or have a normal life shorter than the Warranty Period; (c) alterations or repairs (other than normal and ordinary repairs) carried out without prior written approval of the Contractor; (d) storage, installation, use or maintenance, which is not in accordance with Contractor's instructions or is otherwise improper; use of equipment or parts for a purpose other than that for which they are intended; (e) installation by someone other than, or authorized by, Contractor; (f) use of Goods after Company was aware or should have become aware of a defect; or (g) information, drawings, chart interpretations, technical specifications, or instructions provided by Company to Contractor. Unless Buyer clearly shows that none of the following caused a defect, all warranties are void if:

- (a) the pump is handling liquids other than clear, fresh non-aerated water at a temperature not exceeding 85 degrees F, or other such liquids and/or temperature contrary to those specified by Seller or as mutually agreed upon in writing between Buyer and Seller.
- (b) the pump has been handling abrasive material;
- (c) the pump is slow, due to low voltage or other reason beyond control of Seller;
- (d) the pump is installed in an area which is not sufficiently straight and plumb and of sufficient diameter to allow the pump to hang free and plumb;
- (e) the pump is damaged from electrolysis, graphitization, corrosion or erosion;
- (f) air or vapor is allowed to enter the pump section;
- (g) parts not furnished by Seller are used in the head, bowl, or column assembly; or
- (h) a foot valve is used without Seller's consent.

Exclusive remedy. THIS ARTICLE PROVIDES THE EXCLUSIVE REMEDIES FOR ALL CLAIMS BASED ON FAILURE OF OR DEFECT IN A GOOD OR SERVICE, WHETHER THE FAILURE OR DEFECT ARISES BEFORE, DURING, OR AFTER THE APPLICABLE WARRANTY PERIOD AND WHETHER A CLAIM, HOWEVER DESCRIBED, IS BASED ON CONTRACT, WARRANTY, INDEMNITY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, AND IS SUBJECT TO ALL LIMITATIONS OF LIABILITY FOUND IN THESE TERMS AND CONDITIONS. SELLER MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED, AND DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, AND ANY IMPLIED WARRANTY THAT COULD ARISE FROM COURSE OF DEALING OR USAGE OF TRADE. SELLER ALSO DISCLAIMS ALL STATUTORY WARRANTIES.

Performance guarantees. Unless expressly stated otherwise, performance guarantees are subject to laboratory tests adjusted for field performance. Due to inaccuracies of field testing, if a conflict arises between the results of field testing conducted by or for the user, and laboratory tests corrected for field performance, the latter shall control. No equipment shall be furnished for acceptance based on results of field testing unless such tests procedures are reviewed and approved, in writing, by Seller's authorized engineering personnel. A performance guarantee is void if the pump impellers are trimmed by anyone other than Seller's factory personnel or someone authorized in writing by Seller. Further, any performance guarantee is only for the specified design point and relate only to performance at the time of installation and startup. All accessories and other equipment not manufactured by Seller are warranted only for the period and to the extent of the original manufacturer's warranty, and shall be subject to all of the terms and conditions of such warranty.

14. **INSURANCE** – Each party agrees to maintain insurance in commercially reasonable amounts covering claims of any kind or nature for damage to property or personal injury, including death, made by anyone, arising from activities performed or facilitated by this agreement, whether these activities are performed by that party, its employees, agents, or anyone directly or indirectly engaged or employed by that party or its agents. The price of the goods is based on Buyer not being an additional insured under Seller's policy and Seller not waiving its rights of subrogation.

15. **INDEMNITY** – Seller shall indemnify, defend and hold Buyer harmless from any claim, cause of action, or liability incurred by Buyer as a result of third party claims for bodily injury, death or damage to tangible property, to the extent caused by Seller's negligence. Seller shall have the sole authority to direct the defense of and settle any indemnified claim. Seller's indemnification is conditioned on Buyer (a) promptly, within the Warranty Period, notifying Seller of any claim, and (b) providing reasonable cooperation in the defense of any claim.

16. **LIMITATION OF LIABILITY – NOTWITHSTANDING ANYTHING ELSE TO THE CONTRARY, SELLER SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE, OR OTHER INDIRECT DAMAGES. SELLER'S TOTAL LIABILITY ARISING AT ANY TIME FROM THE SALE OR USE OF THE EQUIPMENT SHALL NOT EXCEED THE TOTAL CONTRACT VALUE. THESE LIMITATIONS APPLY WHETHER THE LIABILITY IS BASED ON CONTRACT, TORT, STRICT LIABILITY, OR ANY OTHER THEORY.**

17. **MISCELLANEOUS**

a. **Assignment.** Buyer shall not assign any warranty rights without the Seller's prior written approval.

b. **Waiver / amendment.** Failure of either party to insist on strict compliance with any of the terms, covenants, and conditions of this Agreement shall not be deemed a waiver of such terms, covenants, and conditions or of any similar right or power hereunder at any subsequent time. The failure of Seller to enforce any right Seller may have under the terms and conditions hereof or otherwise shall not constitute a waiver of such right with respect to future occasions for enforcement thereof, nor shall any such failure or failures establish any custom or usage. No alteration or modification of any of the provisions herein shall be binding unless in writing and signed by an executive officer of Seller at its home office in Fresno, California.

c. **Severability.** If any provision of this order/contract shall be declared by any court of competent jurisdiction to be illegal, void, or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

d. **Applicable law.** These terms are governed and construed in accordance with the laws of the State of California, without regard to its conflict of laws principles. The application of the United Nations Convention on Contracts for the International Sale of Goods is excluded.

e. **Dispute resolution.** Any controversy or claim arising out of or relating to this agreement shall be settled by arbitration in accord with the Commercial Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction. The parties specifically agree that the provisions of Section 1283.05 of the Code of Civil Procedure of the State of California are incorporated into, made a part of, and are applicable to any arbitration where the aggregate amount in controversy exceeds Twenty-Five Thousand Dollars (\$25,000.00) exclusive of costs, expenses, and fees. The parties recognize that the resolution of any controversy or claim will necessitate testimony by Seller's engineers, all of whom are employed at Seller's home office in Fresno, California. The parties therefore agree that the most convenient place for arbitration is Fresno County, California, and that any arbitration shall be there.

f. **Shop drawings.** Buyer shall have no right to detailed shop drawings, including, but not limited to, dimensioned machine, casting, and pattern drawings.

g. **Relationship of parties.** In all matters relating to this agreement Buyer and Seller shall not have any right, power or authority to create any obligation, express or implied, on behalf of any other Party. Nothing in this agreement is intended to create or constitute a joint venture, partnership, agency, trust, or other association of any kind between the parties or persons referred to.

h. **Notices.** All notices shall be in writing and shall be delivered personally, by U.S. certified or registered mail, postage prepaid, return receipt requested, or by recognized overnight delivery service. Any notice must be delivered to the respective parties at the respective addresses set forth below their signatures or to such other address as a party specifies in writing. The date of notice shall be deemed to have been made shall be the date of delivery, when delivered personally; on written verification of receipt if delivered by overnight delivery; or the date set forth on the return receipt if sent by certified or registered mail.

i. **Entire agreement.** This purchase order, together with any attached exhibits, constitutes the entire agreement of the parties with respect to its subject matter and merges and supersedes all prior agreements, understandings, negotiations and discussions, representations, warranties, commitments, proposals, offers, contracts, and other writings concerning the subject matter hereof, whether oral or written.



Inspection Date: March 23th, 2018

Flow Control
Weir Floway, Inc.
2494 S Railroad Ave
Fresno, CA 93706
USA

APPENDIX B

Written Teardown and Inspection Report.

FLOWAY Teardown and Inspection

WEIR

Customer:	City of Ukiah	RMA #	883
Address:	300 Plant Road, Ukiah CA 95482	Warranty	NO
Service Center Facility Name:	Floway Pumps, Fresno, CA	Pump SN	14253-5-2
Name / Phone Number:	Customer Contact	Model:	16DK
Rebuild CO:	80506	Stages	1
		Date Rec	2/23/2018

Initial Inspection

Measure Pump length and complete drawing.

Type of Unit: A, AF, C, CF, CG, CN, F, FR, H, HC, H N, VC, VF, or VU

Sealing Method, Packing: Oil or Injection Lube: ☒ X

Pump/motor Coupling, Threaded ☒ X Flanged: ☐

List loose items received with pump unit: (2EA) 1/1/2" X 42-1/4" Head Shafts

Teardown Inspection

Shaft

Top:	☒ X	Diameter:	1-1/2" X 1.69	Length	99.813
		Keyway:		Thrd Length	
Interm:	☒ X	Diameter:	1.688	Length	10'
Bottom:	☒ X	Diameter:	1.688	Length	10'
Bowl:	☒ X	Diameter:	1.688 X 2.25	Length	53.875

Condition of Shafts (Bent, worn, etc)

Top: Good. To be checked for straightness

Inter: Good. To be checked for straightness

Bottom: ☐

Bowl: Replace ☐

Impeller Diameter: 10.50 QC to Verify

Condition of Impeller: 10.50 QC to Verify

Column Pipe: Flngd/Size ☒ X Thrs/Size ☐

Top: ☒ X Length: 83.188

Interm: ☒ X Length/Qty: 16" x 60 1

Bottom: ☒ X Length: 60"

Oil Tube: ☒ X Size: 2.50"

Top: ☒ X Length: 37.50"

Interm: ☒ X Length/Qty: 60"

Bottom: ☐ Length: ☐

Bowl Shaft Stick up: ☐ Oil Tube stick up: ☐

Lateral in bowls: ☐ Assembled Pump Length: ☐

Shaft Stick up (Circle One) Above or Below Discharge Head: ☐

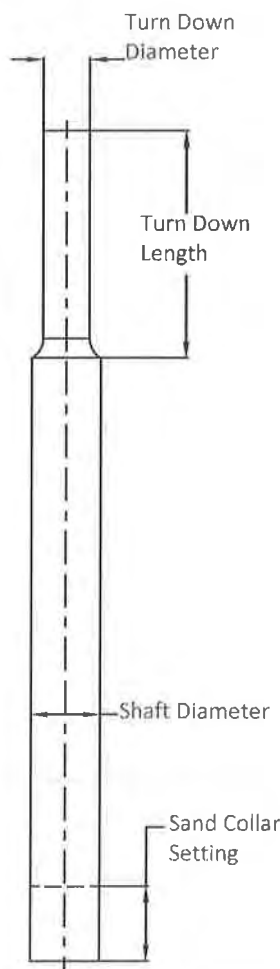
Shaft turns easily in assembled pump: ☐ Yes or No

Unit cleaned and Painted: ☐

Grease in Suction bearing required: ☐

Loose parts returned: (2EA) 1/1/2" X 42-1/4" Head Shafts

These were returned to customer 3/23/2018



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Released for Shipment by:

Date Shipped:

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FLOWAY Teardown Inspection Record



Customer:	City of Ukiah	RMA #	883
Address:	300 Plant Road, Ukiah CA 95482	Warranty	NO
Service Center Facility Name:	Floway Pumps, Fresno, CA	Pump SN	14253-5-2
Phone Number:	Customer Contact	Model:	16DK
		Stages	1
		Date Rec	2/23/2018

Initial Notes

REPLACE BOWL SHAFT

REPLACE ALL BEARINGS

CHECK SHAFTS FOR STRAIGHTNESS

REPLACE OIL TUBE BEARINGS. REUSE OIL TUBE

IMP & BOWL CL30CIE

STEAM CLEAN OIL TUBE ID. CHECK FOR COATING OD

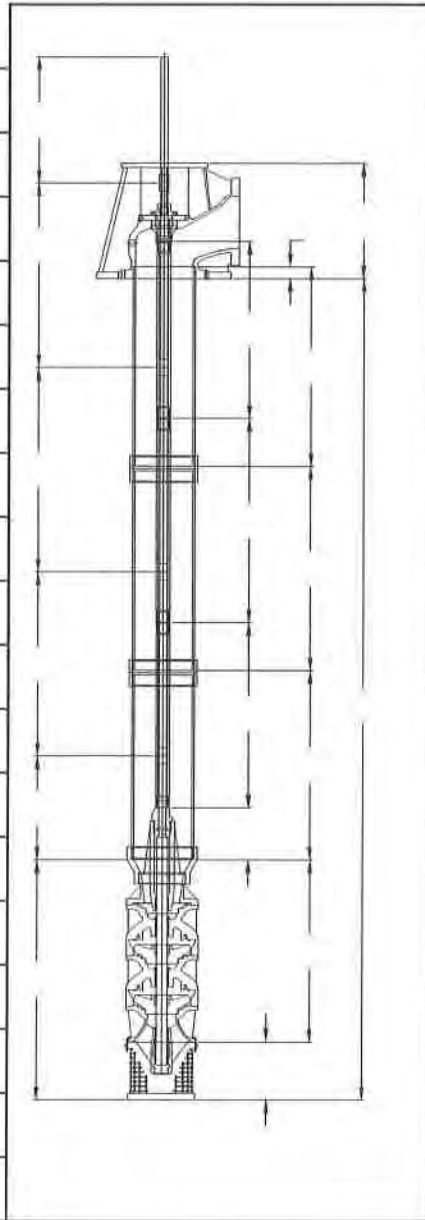
MACHINE SUCTION BELL FOR WEARRING

INSTALL WEARRING

REPLACE TENSION NUT WITH INJECTION

MECH SEAL

RECOAT/PAINT ENTIRE PUMP



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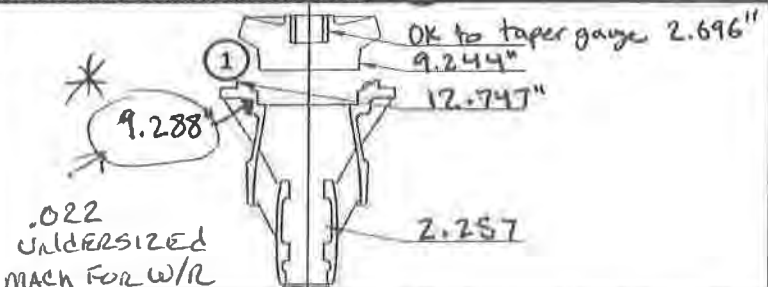
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FLOWAY Teardown and Inspection

WEIR

Customer: City of Ukiah RMA # 883
 Address: 300 Plant Road, Ukiah CA 95482 Warranty NO
 Service Center Facility Name: Floway Pumps, Fresno, CA Pump SN 14253-5-2
 Phone Number: Customer Contact Model: 16DK Stages 1
 Initial Report Date Rec 2/23/2018

Pump Items	Replace	Reuse	
Impeller, Stage 8			
Bowl, Stage 8			
Impeller, Stage 7			
Bowl, Stage 7			
Impeller, Stage 6			
Bowl, Stage 6			
Impeller, Stage 5			
Bowl, Stage 5			
Notes:			
Impeller, Stage 4			
Bowl, Stage 4			
Impeller, Stage 3			
Bowl, Stage 3			
Notes:			
Impeller, Stage 2			* Replace Bowl Cap Screws
Bowl, Stage 2			
Impeller, Stage 1		X	
Bowl, Stage 1		X	
Suction Bell		X	
Notes: Replace all bearings, collets, sand callar hardware Dynamic Balance / Measure 9.25/9.248 Per Drawing			 OK to taper gauge 2.696" 9.244" 12.747" 9.288 .022 UNDERSIZED MACH FOR W/R 2.257

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FLOWAY Teardown and Inspection



Customer:	City of Ukiah	RMA #	883
Address:	300 Plant Road, Ukiah CA 95482	Warranty	NO
Service Center Facility Name:	Floway Pumps, Fresno, CA	Pump SN	14253-5-2
Phone Number:	Customer Contact	Model:	16DK
		Stages	1
		Date Rec	2/23/2018

Discharge Head - Pump TYP Example Product Lube

#	Pump Item	NA	Replace	Reuse	Conditions
1	Discharge Head			X	BLAST AND COAT
2	Cap Screws with Nuts			X	
3	Motor Stand	X			
4	Cap Screws with Nuts	X			
5	Head Shaft			X	RETURN TO CUSTOMER 3/26/18
6	Head Shaft Nut	X			
7	Head Shaft Coupling	X			
8	Deflector	X			
9	Packing Box	X			
10	Cap Screws	X			
11	Packing Box O-Ring	X			
12	Packing	X			
13	Packing Gland	X			
14	Gland Studs with Nuts	X			
15	Grease Zerk	X			
16	Zerk CAP	X			
17	Bypass Line	X			
18	Tube Fittings	X			
19	Pipe Plug	X			
20	Snap Plugs	X			
21	Guards	X			
22	Cap Screws with Nuts	X			

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FLOWAY Teardown and Inspection



Customer:	City of Ukiah	RMA #	883
Address:	300 Plant Road, Ukiah CA 95482	Warranty	NO
Service Center Facility Name:	Floway Pumps, Fresno, CA	Pump SN	14253-5-2
Phone Number:	Customer Contact	Model:	16DK
		Stages	1
		Date Rec	2/23/2018

Column Assembly - Pump TYP Example Product Lube

#	Pump Item	NA	Replace	Reuse	Conditions
1	Bottom Column			X	BLAST & COAT
2	Cap Screws with Nuts			X	
3	Intermediate Column			X	BLAST & COAT
4	Cap Screws with Nuts			X	
5	Top Column			X	BLAST & COAT
6	Cap Screws with Nuts			X	
7	Bottom Line Shaft			X	CHECK FRO STAIGHTNESS
8	Intermediate Lineshaft			X	CHECK FRO STAIGHTNESS
9	Top Lineshaft			X	CHECK FRO STAIGHTNESS
10	Lineshaft couplings		X		
11	Bearing Retainers	X			
12	Bearing Retainers Bearings	X			
13	Snap Rings	X			
14	TUBE SPIDER			X	

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FLOWAY Teardown and Inspection



Customer:	City of Ukiah	RMA #	883
Address:	300 Plant Road, Ukiah CA 95482	Warranty	NO
Service Center Facility Name:	Floway Pumps, Fresno, CA	Pump SN	14253-5-2
Phone Number:	Customer Contact	Model:	16DK
		Stages	1
		Date Rec	2/23/2018

Bowl Assembly - Pump TYP Example Product Lube

#	Pump Item	NA	Replace	Reuse	Conditions
1	ADPT Col	X			
2	ADPT Suction	X			
3	Pumpshaft		X		
4	Pumpshaft coupling		X		
5	Discharge Case			X	
6	Discharge Case Cap Screws		X		
7	Discharge Case Cap Screws Nuts		X		
8	Bowl Cap Screws		X		
9	Tube ADPT Bearing		X		
10	Lip Seals		X		
11	Throttle Bearing		X		
12	Throttle Bearing O-ring		X		
13	Collets		X		

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AGENDA SUMMARY REPORT

SUBJECT: Award Purchase of a New 2018 Elgin Broom Badger Street Sweeper with Dual Side Brooms from Owen Equipment in the Amount of \$194,000 Plus Tax.

DEPARTMENT: Public Works

PREPARED BY: Mary Horger

ATTACHMENTS:

[Attachment 1 - ELGIN Street Sweeper Justification](#)

[Attachment 2 - BADGER Proposal April 10 2018](#)

Summary: Council will consider awarding the purchase of a new 2018 Elgin Broom Badger Street Sweeper with Dual Side Brooms from Owen Equipment in the amount of \$194,000 plus tax.

Background: The Public Works Department, Street Division, needs to replace their 2006 Sterling SC-8000 with a Schwarze A7000 Sweeper (see Attachment 1 for the Fleet Vehicle Justification form). It currently has 5000 hours on it, is in poor condition, with a current value of approximately \$7,000. Currently the unit is not operational, as the CNG fueling station is out of service. Additionally, it requires over \$10,000 of service every three to four years.

The street sweeper is used daily to maintain the cleanliness of streets, in emergency situations after traffic accidents or cleaning up after water main breaks, and will be used for maintaining other infrastructure including parking lots and the Rail Trail.

RECOMMENDED ACTION: Award the purchase of a new 2018 Elgin Broom Badger Street Sweeper with Dual Side Brooms from Owen Equipment in the Amount of \$194,000 plus tax.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 10024224.80100 - \$225,000

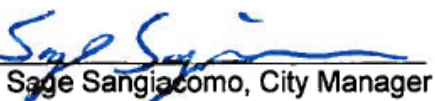
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Dave Kirch, Fleet Maintenance Supervisor

Approved:


Sage Sangiacomo, City Manager

Discussion: Staff conducted research, and observed demonstrations of different manufactured units of sweepers, including the Ravo-5 series sweeper, the Elgin Broom Badger sweeper, Schwarze Industries sweepers, as well as Tymco sweepers.

Staff determined that the Elgin Broom Badger Street Sweeper would be the best solution for the City's need. It is built on a Class 5 chassis, non-hydrostatic with a mechanical boom, and a 4.0-yard hopper with variable height dumping, up to ten feet to the side, not the rear. What this means is that the City will be able to put debris into both the City's dump trucks, or into 40 yard bins which are located at various locations within the City. This will increase the overall efficiency of the street sweeper's use. Service and parts are also located within two hours.

A proposal was prepared by Owen Equipment, dealer for the Elgin Broom Badger Street Sweeper, for a delivered price of \$194,000 plus tax. Please see Attachment 2 for a copy of the proposal. Pricing is based on the National Joint Powers Alliance Contract, a national competitively bid cooperative purchasing agreement. Pursuant to Ukiah Municipal Code Section 1522, purchases may be made through cooperative purchasing agreements.



Fleet Vehicle Justification

Proposed Vehicle: 2018 Elgin Broom Badger

Department: Public Works

Area of use: Streets

Prepared by: Dave Kirch, Fleet and Plant Maintenance Supervisor and Jarod Thiele, Public Works Management Analyst

1 VEHICLE PURPOSE

Need for vehicle within Department fleet

This vehicle will be used daily in street sweeping, as well as cleaning up after water main breaks and maintaining the rail trail clean. This recommended sweeper is a high dump design allowing to empty into dump trucks and green waste bins.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #2532. It was purchased in 2006 with Streets funds. Currently it has 5000 hours on it. This vehicle is in poor condition with a value of approximately \$7,250. Currently this unit is inoperable as the CNG fueling station is out of service and needs over \$10,000 in repairs every 3 to 4 years.

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues
Overall Mechanical Condition: This vehicle is in poor mechanical condition. Currently this vehicle is in need of a new fueling station as well as repairs to the hopper and sweeper heads. Maintenance Costs: Out of Service Time: Three years Parts Availability: Some parts are available from the factory Associated Safety Issues: This unit caught fire in 2007 due to a leak in the high pressure fuel line.

2.3 Shared Resources

Define any resources currently available within the City of Ukiah fleet which could be utilized for this purpose.
There are no resources available within the City for this unit.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications
2018 ELGIN Broom Badger street sweeper

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability
This unit being replaced is an alternative fueled unit and does not operate well in Ukiah's climate. Therefore a new unit is not recommended to be alternative fueled.

4.2 CARB STANDARDS

CARB STANDARDS
CARB regulations do apply to this vehicle and meet 2018 Diesel emission standards.



Presents a Proposal Summary

of the



Broom Badger

Broom Badger Street Sweeper with Dual Side Brooms

for

**City of Ukiah
1320 Airport Road
Ukiah, CA**

PRODUCT DESCRIPTION

· Conveyor squeegee, dual, hydraulically driven side brooms, variable height up to 10', left side dumping hopper and sweeper is painted Elgin white.

STANDARD FEATURES

- 2018 Isuzu NRR Left Hand Steer (USA)
- AM/FM Radio w/ CD
- Aux-engine Kubota V2403M 59hp, Tier 4i
- Low engine oil pressure, high coolant temp, hydraulic oil level/temp shutdown
- Broom side, 36" and 42" steel vertical digger 4 and 5 segment
- Broom side, hydraulic floating suspension, adjustable spring loaded deploy
- Broom, main, 34" diameter, 58" wide prefab disposable
- Camera, Rear and RH side view with in-cab monitor
- Conveyor chain, hardened with polyurethane sprockets
- Conveyor, 8 flight squeegee with rubber edging
- Conveyor, lift independent from main broom
- Conveyor, two piece replaceable wear plates
- Conveyor raise in reverse
- Conveyor stall alarm
- Dirt shoes, heavy duty steel
- Electric backup alarm
- Front spray bar
- Hopper inspection door
- PM 10 Compliant (RULE 1186)
- Sidebroom Tilt Right Hand
- Sidebroom Tilt Left Hand

ADDITIONAL FEATURES

- LED Strobe Mounted Behind Cab
- LED Strobe on Curbside
- LED Light Stick
- LED Stop/Tail/Turn
- Spare Main Broom

Factory List Total:	\$ 205,975.00
NJPA Discount:	\$ 11,975.00
NJPA Price, F.O.B. Ukiah CA:	\$ 194,000.00

Applicable taxes not included

THE PROPERTY HEREIN IS GUARANTEED BY MANUFACTURER'S WARRANTY ONLY AND SELLER MAKES NO WARRANTY EXPRESSED OR IMPLIED, OF MERCHANTABILITY OR OTHERWISE, OR OF FITNESS FOR ANY PARTICULAR PURPOSE, THAT EXTENDS BEYOND THE ABOVE DESCRIPTION OF THE EQUIPMENT.

NOTE: Price is good until May 31, 2018. Cost increases due to the addition of Government mandated safety or environmental devices incurred after the date of this proposal, will be charged to you at our cost. Proof of such costs, if any, will be documented.

TAXES: SALES TAX applicable at time of delivery will be shown on our invoice. FEDERAL EXCISE TAXES, if applicable, will require payment unless a properly executed Exemption Certificate is submitted.

DELIVERY: Approximately 45-60 Days ARO **TERMS:** Net 30 Days

Thanks for the opportunity to demo the Broom Badger to you yesterday. We appreciate all your efforts and look forward to being of further and continued service. If you have questions, please contact me at (707) 237-1020.

Sincerely,

Ed Hodges

Ed Hodges
Regional Manager

LIMITED WARRANTY

ELGIN SWEEPER COMPANY warrants each new machine manufactured by it against defects in material and workmanship provided the machine is used in a normal and reasonable manner. This warranty is extended only to the original user-purchaser for a period of twelve (12) months from the date of delivery to the original user-purchaser.

ELGIN SWEEPER COMPANY will cause to be repaired or replaced, as the Company, may elect, any part or part of such machine which the Company's examination discloses to be defective in material or workmanship.

Repairs or replacements are to be made at the selling Elgin distributor's location or at other locations approved by ELGIN SWEEPER COMPANY.

The ELGIN SWEEPER COMPANY warranty shall not apply to:

1. Major components or trade accessories such as but not limited to, trucks, engines, tires or batteries that have a separate warranty by the original manufacturer.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as but not limited to, broom filters, broom wire, shoe runners and rubber deflectors.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by ELGIN SWEEPER COMPANY.
5. Repairs, modifications or alterations without the consent of ELGIN SWEEPER COMPANY which, in the Company's sole judgment, have adversely affected the machine's stability or reliability.
6. Items subjected to misuse, negligence, accident or improper maintenance.

The use in the product of any part other than parts approved by ELGIN SWEEPER COMPANY may invalidate this warranty. ELGIN SWEEPER COMPANY reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty.

Nothing contained in this warranty shall make ELGIN SWEEPER COMPANY liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

TO THE EXTENT LIMITED BY LAW, THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

This warranty is also in lieu of all other obligations or liabilities on the part of ELGIN SWEEPER COMPANY, including but not limited to, liability for incidental and consequential damages on the part of the Company or the seller.

ELGIN SWEEPER COMPANY makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine.

No person or affiliated company representative is authorized to give any other warranties or to assume any other liability on behalf of ELGIN SWEEPER COMPANY in connection with the sale, servicing or repair of any machine manufactured by the Company.

ELGIN SWEEPER COMPANY reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.



AGENDA SUMMARY REPORT

SUBJECT: Notification of Purchase for a Replacement Heating, Ventilation and Air-Conditioning System (HVAC) for the Ukiah Valley Conference Center from Intercounty Mechanical & Electrical in the Amount of \$28,640.

DEPARTMENT: Community Services

PREPARED BY: Seth Strader

ATTACHMENTS:

[Attachment 1 - Purchase Order](#)

Summary: Council will receive a report regarding the purchase of a heating, ventilation and air-conditioning (HVAC) system located in the Chardonnay and Riesling rooms located at the Ukiah Valley Conference Center.

Background: The HVAC system in the Chardonnay and Riesling rooms is over twenty years old and has been inoperable for over two years. Clients renting these rooms often comment on the temperature of the room and a portable standing heater or fan is used to attempt to cool or heat the room up.

Discussion: It was determined by Intercounty Mechanical & Electrical that the unit needed to be replaced. Staff

RECOMMENDED ACTION: Receive notification of purchase for a replacement heating, ventilation and air-conditioning system (HVAC) for the Ukiah Valley Conference Center from Intercounty Mechanical & Electrical in the amount of \$28,640.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$28640 730.22600.80220.17050

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: 45311

COORDINATED WITH: Mary Horger, Procurement Manager

Approved: _____


Sage Sangiacomo, City Manager

determined that two mini systems be installed so clients can individually control the temperature of their rooms. A purchase order was issued to Intercounty Mechanical & Electrical in the amount of \$28,640 (Attachment 1).



ATTACHMENT 1

Purchase Order

Fiscal Year 2018

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.Purchase
Order #

45311-00

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ATTN: ACCOUNTS PAYABLE
300 SEMINARY AVENUE
UKIAH, CA 95482V
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189 WABASH AVE
UKIAH CA 95482S
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200 S SCHOOL ST
UKIAH CA 95482

Vendor Phone Number		Vendor Fax Number		Buyer		Date Ordered		Date Required	
707-462-9800		707-462-9801		Andrew Anliker		03/22/2018		04/26/2018	
Delivery Reference			Freight Method/Terms		Department/Location			Sales Tax Rate	
					COMMUNITY SERVICES			0.000	
em#	Description/Part No.				Qty	UOM	Unit Price	Extended Price	
1	INSTALL MINI SPLIT HEAT PUMPS FOR THE RIESLING ROOM AND CHARDONNARY ROOM FOR THE CONFERENCE CENTER. 730.50.00.22.226.2260.22600.80220 <i>17050</i> \$28,640.00 REF REQ E36384 AS PER PROPOSAL DATED 3/19/18 PREVAILING WAGE ADDENDUM APPLIES TO THIS P.O.				28640.0	DOLL	\$1.000	\$28,640.00	

RECEIVING COPY

PO Total

\$28,640.00



AGENDA SUMMARY REPORT

SUBJECT: Notification of Purchase for new Heating, Ventilation and Air-Conditioning Systems (HVAC) for the Civic Center Annex Offices and I.T. Server Room in the Amount of \$29,760

DEPARTMENT: Community Services

PREPARED BY: Seth Strader

ATTACHMENTS:

[Attachment 1 - Purchase Order](#)

Summary: Council will receive a report regarding work to be done to the HVAC system located at the Civic Center Annex building.

Background: Because of the layout of the Civic Center Annex, several offices have been untenable with the current air conditioning system. The system in the I.T. office and server room has been not able to keep the equipment running at safe operable temperatures, risking damage to vital city infrastructure. Using fans, leaving windows open and other methods of maintaining a comfortable temperature have been attempted unsuccessfully. In addition, the Electric Utility Coordinator and Procurement Manager's offices do not have heat or air, creating an unsafe and uncomfortable working environment in the hot and cold months. Building and Maintenance staff determined the work needed was beyond their expertise/scope and Intercounty Mechanical & Electrical was called for service.

RECOMMENDED ACTION: Receive notification of purchase for new heating, ventilation and air-conditioning systems (HVAC) for the Civic Center Annex Offices and I.T. Server Room in the Amount of \$29,760

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$29,760; 208822500.80220

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: Purchase Order No. 45310

COORDINATED WITH: Mary Horger, Procurement Manager

Approved: _____


Sage Sangiacomo, City Manager

Discussion: Upon inspection, it was determined by Intercounty Mechanical & Electrical that the current ducting and ventilation in a portion of the Civic Center Annex needed to be replaced and three new HVAC systems installed. A purchase order was issued to Intercounty Mechanical & Electrical in the amount of \$29,760.

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.Purchase
Order #

45310-00

Delivery must be made within
doors of specified destination.B
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ATTN: ACCOUNTS PAYABLE
300 SEMINARY AVENUE
UKIAH, CA 95482V
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RINTERCOUNTY MECHANICAL & ELECTRICAL INC
189 WABASH AVE
UKIAH CA 95482S
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OCITY OF UKIAH - ANNEX
411 W CLAY STREET
UKIAH CA 95482

Vendor Phone Number		Vendor Fax Number		Buyer		Date Ordered		Date Required	
707-462-9800		707-462-9801		Andrew Anliker		03/22/2018		04/26/2018	
Delivery Reference			Freight Method/Terms		Department/Location			Sales Tax Rate	
			NET30		COMMUNITY SERVICES			0.000	
em#	Description/Part No.				Qty	UOM	Unit Price	Extended Price	
1	INSTALL 2 TON DAIKIN MINI SPLIT FOR PROCURMENT MANAGER'S OFFICE TO INCLUDE ROOF CURB, CONDENSATE PUMP, AND INFERRED THERMOSTAT. INSTALL 1.5 TON DAIKIN MINI SPLIT FOR ELECTRIC UTILITY COORDINATOR'S OFFICE TO INCLUDE ROOF CURB, CONDENSATE PUMP, AND INFERRED THERMOSTAT. INSTALL 1 TON DAIKIN MINI SPLIT FOR I.T. CLOSET TO INCLUDE ROOF CURB, CONDENSATE PUMP, AND INFERRED THERMOSTAT. REMOVE EXISTING DUCT WORK AND INSTALL NEW SUPPLY REGISTERS AND RETURN REGISTER TO EXISTING 3 TON UNIT ON ROOF FOR MAIN I.T. ROOM. 208.40.00.22.225.2250.22500.80220.				29760.0	DOLL	\$1.000	\$29,760.00	
REF REQ E35744 AS PER PROPOSAL DATED 3/19/18 PREVAILING WAGE ADDENDUM APPLIES TO THIS P.O.									

RECEIVING COPY

PO Total

\$29,760.00



AGENDA SUMMARY REPORT

SUBJECT: Authorize the City Manager to Negotiate and Execute an Agreement for Compliance and Reporting Services to Cooper Compliance Corporation for the Electric Utility Department. (EUD)

DEPARTMENT: Electric Utility

PREPARED BY: Diann Lucchetti

ATTACHMENTS:

[Attachment 1 - Cooper Compliance Scope of Work](#)

Summary: The City Council will consider authorizing the City Manager to negotiate and execute a service agreement with Cooper Compliance Corporation for Compliance and Reporting services on an as needed basis for the Electric Utility Department.

Background: Since 2013, Cooper Compliance has managed Ukiah's Compliance Programs insuring compliance with industry reliability standards, mandated reporting and operational audits. The reporting for the electric and hydro operations are to meet Federal Energy Regulatory Commission (FERC), National Electric Reliability Corporation (NERC), Western Electric Coordinating Council (WECC) and the California Energy Commission (CEC) reporting requirements.

Mary Jo Cooper of Cooper Compliance, our Compliance Administrator, developed the Department's NERC compliance and monitoring program. Her knowledge of our system, compliance programs, staff and NCPA members are invaluable to the Utility operations. As part of the contract, Mary Jo Cooper maintains our

RECOMMENDED ACTION: Authorize the City Manager to Negotiate and Execute an Agreement for Compliance and Reporting Services to Cooper Compliance Corporation an as needed basis for the Electric Utility Department. (EUD)

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$110,000; FY 17-18; #80026400.52100

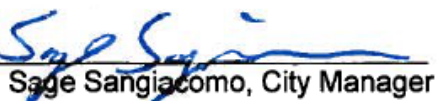
PROPOSED BUDGET AMOUNT: \$110,000; FY 17-18; #80026400.52100

FINANCING SOURCE: 80026400.52100

PREVIOUS CONTRACT/PURCHASE ORDER NO.: Purchase Order No. 1415110

COORDINATED WITH: Mary Williamson, Buyer and Mary Horger, Procurement Manager

Approved: _____


Sage Sangiacomo, City Manager

electronic SharePoint compliance platform that facilitates the Department's data management used to meet auditing requirements.

Discussion: Cooper Compliance Corporation is uniquely qualified to provide this service to Ukiah. Mary Jo has over ten years of experience working with clients just like Ukiah in support of their federal and regional regulatory standards and requirements. Cooper Compliance Corporation provides Ukiah with the tools, knowledge and skills necessary to respond to the regulatory requirements and audits applicable to our unique organization. See Attachment 1 - Scope of Work.

It is staff's recommendation to authorize the City Manager to negotiate and execute an agreement with Cooper Compliance Corporation on an as needed basis. Fiscal year expenses are not expected to exceed \$15,000 per year, and will be controlled by the Council approved budget each fiscal year.

Cooper Compliance Corp.

1745 Dorado Ridge Trail
El Dorado Hills, CA 95762



Multi-Task General Services Agreement to Perform Services for the City of Ukiah Electric Utility

Date	Services Performed By:	Services Performed For:
March 30, 2018	Cooper Compliance Corp. 1745 Dorado Ridge Trail El Dorado Hills, CA 95762	City of Ukiah Electric Utility 300 Seminary Avenue Ukiah, CA 95482

Period of Performance

The Services shall commence on June 1, 2017, and shall continue through May 31, 2022.

Scope of Work

Cooper Compliance Corp. ("Contractor") provides a wide range of compliance services. The scope of work that shall be completed by Cooper Compliance includes Regulatory Compliance, General Engineering Services and Project Management requested by the City of Ukiah.

North American Electric Corporation (NERC) And Western Electricity Coordinating Council (WECC) Compliance Administration Services

The City of Ukiah Electric Utility is registered with NERC and must comply with regulatory standards applicable to a Distribution Provider - Under Frequency Load Shedding Only Entity (DP UFLS Only). Contract provides compliance administration services to ensure the City is prepared to meet these obligations, while maintaining documentation that demonstrates compliance utilizing the Global Audit-Ready SharePoint applications installed on the City of Ukiah SharePoint site.

The tasks include the following:

- Enhance, modify, and support the Ukiah SharePoint site for management of the compliance program
- Maintaining current list of applicable standards and requirements
- Documenting how Ukiah complies with the standards and requirements in the associated process
- Documenting procedures for complying with the standards
- Documenting content that is populated in Global Audit-Ready and would be used to describe the procedures, policies, activity, and controls used by the City to comply with the regulations
- Developing compliance forms used to log Evidence of Compliance to applicable NERC Requirements

- Provide compliance related training
- Maintaining workflows for reminders of compliance related deadlines
- Tracking outstanding tasks logged on the SharePoint site for subject matter experts or process owners
- Assist in the completion of any NERC/WECC compliance related surveys
- Monitor proposed changes to regulations and comment on behalf of the City based on the City's direction
- Provide annual self-certification
- Prepare Ukiah Electric Utility for audits
- Support the Ukiah Electric Utility's Internal Compliance Program
- Providing on-going support of the Global Audit-Ready SharePoint Add-on

The attached Global Audit-Ready white paper provides a description of the SharePoint application developed by Contractor and used by the Ukiah Electric Utility.

[FERC / CPUC / CEC / DOE Compliance Administration Services](#)

The City must comply with several regulatory agency requirements. The Contractor shall assist the City as needed. This work may include the following activity as an example:

- Hydro Generator Certification
- Generator Outage Reporting
- Renewable Portfolio Services
- Power Content Label
- Cyber System Protection Design and Management
- California Legislative Energy mandates

[General Engineering Services](#)

- Protection Systems Analysis and Design
- Modeling

[Project Management](#)

- Assist in Development of Requests for Proposals (RFPs)
- Managing Contractors
- Tracking Costs and Project Status

[Client Responsibilities](#)

Although Cooper Compliance proposed work provides coverage of all aspects of the Ukiah NERC/WECC program, Ukiah will retain responsibility for certain functions and tasks. These include but are not limited to:

- Review and approval of the documented Internal Compliance Program (ICP)
- Oversight and Ownership of the ICP
- Review and approval of all procedures
- Review and approval of all forms

- Review, comment and approval of the annual Risk Assessment
- Review, comment and approval of program controls
- Log data using approved forms. For example, sabotage incidents, event driven outages, maintenance, control room entry logs, etc.
- Provide data or studies as required by NERC, WECC or other entities. For example, loads and resource forecast, historical usages, modeling of facilities, system studies, etc.
- Perform reliability related process. For example, protection system maintenance, relay settings, submit timely data, etc.
- Compliance with all Standards and Requirements
- Attend compliance training
- Review, comment and approval of all audit materials
- Review, comment and acceptance of status reports, internal audit reports, mock audit reports, self-certification preparation report, etc.
- Provide determination on compliance and determination for self-reporting

Fee Schedule

The total value for the Services not exceed \$45,000 unless otherwise agreed to by both parties. Compensation for work includes a monthly fixed fee for NERC Compliance Administrative Services and an hourly rate for all other professional services.

NERC / WECC Compliance Administration Services: \$500/month

The current hourly rates, subject to change annually are as follows:

Professional Service	Hourly Rate
President	\$235
Critical Infrastructure Specialist	\$235
Microsoft Architect	\$165
Project Manager	\$165
Technical Writer	\$150
Senior SharePoint Consultant	\$150
Sitecore Developer	\$150
UX / UI Developer	\$150
Protection System Engineer	\$150
Programmer	\$150
Associate SharePoint Consultant	\$125
Technical / Admin. Assistant	\$85

Upon completion of this Performance Period, Contractor and Client will have the option to renew this agreement for an additional then-stated number of hours at the then-current hourly rate for those resources identified.

Bill To Address	Client Project Manager
300 Seminary Avenue Ukiah, CA 95482	Mel Grandi

Travel and Out-of-Pocket Expenses

Travel, living, and approved unordinary expenses are to be reimbursed at cost and may include a 15% processing fee. Cooper Compliance Corp. shall attempt to keep travel expenses to the lowest reasonable cost. Meals shall be reimbursed at the government rate for the area. Travel expenses shall be reimbursed within 30 days from the date that the expense is submitted for reimbursement.



AGENDA SUMMARY REPORT

SUBJECT: Award Professional Services Agreement in the Amount of \$23,341 To TJKM Transportation Consultants to Complete a Traffic Analysis for Realignment of Talmage Road and Approve Budget Amendment.

DEPARTMENT: Public Works

PREPARED BY: Rick Seanor

ATTACHMENTS:

[Attachment #1 RFP-Talmage Road Realignment](#)

[Attachment #2 Proposal Traffic Analysis for Realignment of Talmage Road](#)

[Attachment #3 Fee Estimate Traffic Analysis for Realignment of Talmage Road](#)

Summary: The City Council will consider awarding a professional services agreement to TJKM Transportation Consultants to complete a traffic analysis for realignment of Talmage Road. The City Council will also consider approving a budget amendment for this work.

Background: This project was funded by the Mendocino Council of Governments (MCOG) in the FY 2017-2018 Overall Work Program in the amount of \$25,000. Staff developed the following scope of work for the request for proposals (RFP). The consultant will complete the following: Survey existing conditions and prepare a conceptual plan for proposed realignment of Talmage Road; obtain intersection traffic counts at South State Street and Observatory Avenue and at South State Street and Talmage Road; evaluate S. State St. and Observatory Ave. intersection alternatives (traffic signal versus roundabout); analyze the pedestrian and

RECOMMENDED ACTION: Award professional services agreement in the amount of \$23,341 to TJKM Transportation Consultants to complete a traffic analysis for realignment of Talmage Road and approve budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: \$23,341, A/C #50824210.52100, Project Code #18002

FINANCING SOURCE: MCOG funds

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager; Tim Eriksen, Director of Public Works / City Engineer

Approved: _____


Sage Sangiacomo, City Manager

bicyclist movements at the aforementioned intersections and provide recommendations; evaluate various alternatives to resolve traffic concerns at the South State Street and Talmage Road intersection; evaluate feasibility of the proposed realignment of Talmage Road; and prepare planning level estimates for the proposed realignment of Talmage Road.

Discussion: After developing the scope of work, the City of Ukiah issued a request for proposals, Attachment #1, and sent it to seventeen prospective consultants and to three firms which distribute RFP's to prospective consultants. In addition, staff posted the RFP on the City's website through eBidboard. In response to the City's RFP, two consulting firms (TJKM Transportation Consultants and GHD) submitted proposals. The Consultant Selection Committee consisting of MCOG staff and City of Ukiah staff reviewed the proposals and selected TJKM Transportation Consultants as the consultant best qualified to complete the requested work. TJKM's proposal, Attachment #2 and fee estimate, Attachment #3 are included with this report for reference. TJKM's fee for the proposed work is \$23,341. MCOG funding in the amount of \$25,000 is available to the City for reimbursement of expenditures related to this project. Staff recommends award of a professional services agreement to TJKM Transportation Consultants in the amount of \$23,341 and approval of a budget amendment.

**CITY OF UKIAH
REQUEST FOR PROPOSAL**

**TRAFFIC ANALYSIS FOR
REALIGNMENT OF TALMAGE ROAD**

PROPOSAL DUE 12 PM MARCH 27, 2018

GENERAL INFORMATION / PROJECT LOCATION

The City of Ukiah with a population of 16,186 people is located approximately 115 miles north of San Francisco, CA on the US Highway 101 corridor. Ukiah is also the retail service hub to an area reaching a 50-mile perimeter and experiences a daytime service population exceeding 35,000 people. This project is funded by the Mendocino Council of Governments (MCOG). The budget for this project is \$25,000.

The City of Ukiah requests proposals from qualified firms to provide professional services to prepare a traffic analysis for a proposed realignment of Talmage Road. Please refer to the attached photo map, Attachment "A", for the proposed realignment.

SCOPE OF SERVICES

The scope of the update for the traffic study shall include tasks described below, as well as other elements or modifications, which may be suggested by consultants presenting proposals to better meet the needs of the City. All services shall be provided in accordance with the City's draft professional services agreement, a sample of which is attached as Attachment "A". The Consultant's proposal shall include, but not be limited to the following:

- Survey existing conditions and prepare a conceptual plan for proposed realignment of Talmage Road.
- Obtain intersection traffic counts at South State Street and Observatory Avenue and at South State Street and Talmage Road.
- Evaluate S. State St. and Observatory Ave. intersection alternatives (traffic signal versus roundabout).
- Analyze the pedestrian and bicyclist movements at the aforementioned intersections and provide recommendations.
- Evaluate various alternatives to resolve traffic concerns at the South State Street and Talmage Road intersection.
- Evaluate feasibility of the proposed realignment of Talmage Road.
- Prepare planning level estimates for the proposed realignment of Talmage Road.

SCHEDULE

- Proposals for the traffic analysis will be received until 12:00 PM on Tuesday, March 27, 2018.
- Consultant Selection Committee reviews proposals March 27 - April 4, 2018.

- City Council award of professional services agreement to selected consultant: April 4, 2018.
- Consultant initiates and completes traffic analysis: April 5 through June 15, 2018.
- Consultant submits draft report for review: June 15, 2018.
- City reviews and comments on draft traffic analysis: June 15-22, 2018.
- Consultant prepares final report and produces final copies as required by agreement: June 22-29, 2018.
- Consultant submits final traffic report: June 29, 2018.
- City staff to present final traffic report to City Council: July 18, 2018.

WORK PRODUCT REQUESTED

- Twelve (12) bound copies of the final traffic report.
- One electronic copy of the final traffic study (PDF format).

REFERENCE INFORMATION

The following documents are available for your reference at this web link:

<https://cityofukiah.box.com/s/vsxfc7npv62lak9i78wg12xf5u3c1chc>

- City of Ukiah, Citywide Circulation Study – February 2007
- Ukiah Bicycle and Pedestrian Master Plan – adopted April 20, 2016

CONSULTANT'S PROPOSAL

Proposals shall be labeled “**Proposal-Traffic Analysis for Realignment of Talmage Road**”. Proposals shall be submitted to:

Rick Seanor, Deputy Director of Public Works
City of Ukiah
Department of Public Works
300 Seminary Avenue
Ukiah, CA 95482-5400

Eight (8) copies of the PROPOSAL are required. Proposals must be received prior to 12:00 PM March 27, 2018.

Proposals shall include as a minimum the following:

Project approach and schedule

Describe the proposed approach and procedures to be used in completing the tasks described in the Scope of Services. Include a proposed schedule showing completion of the various tasks.

Cover letter

The cover letter should include a brief overview of the specific approach and procedures the firm proposes to complete the tasks described in the Scope of Services. An explanation of why the specific plan detailed in the proposal is the best plan for the City should be included. The cover letter must be signed by an official authorized to bind the successful firm contractually and shall contain a statement to the effect that the proposal is a firm offer for a minimum period of thirty (30) days after the submittal date. The letter accompanying the proposal shall also provide the following: name, title, address, and telephone number of individuals with the authority to negotiate a contract and bind the consultant to the terms of the contract.

Project team

Describe the qualifications and experience of the firm as related to the project, and the proposed staff to be assigned to this project. Describe the qualifications and experience of any proposed sub-consultants and identify the work they will accomplish. Firms, sub-consultants and proposed staff must demonstrate experience with similar projects. Staff proposed to be in charge of the project must demonstrate significant experience supervising similar work. Describe the proposed team organization, current and previous work assignments, and man-hours budgeted for each team member. Provide the name and brief resume of the individual who will be in responsible charge of the project along with the names and brief resumes of the firm's staff who will be assigned to the project.

Sub-consultants

If sub-consultants are to be used, the prospective contractor must submit a description of each person or firm and the work to be done by each sub-consultant. The cost of the subcontract work is to be itemized in the cost proposal. Please note that funds for this study cannot pay for consultant mark-up on sub-consultant costs.

Fee proposal

Provide a fee proposal based on an hourly rate schedule with a "not to exceed" maximum cost for all work identified in the Scope of Services. Indicate if travel time, mileage, and per diem will be charged. Include any sub-consultant cost. Additionally, please identify miscellaneous costs associated with this proposal. Submit a copy of your firm's current itemized hourly rate fee schedule.

The fee proposal shall itemize all items that will be charged to the project. Costs shall be shown to reflect fully-weighted hourly billing rates for all personnel, however, the methodology for calculating the fully-weighted rates must be shown (e.g. labor, overhead rate, fringe, profit, etc.). Consultant mark-up on direct costs is not allowed. Reimbursement for travel-related direct costs (hotels, meals, etc.) is limited to approved State rates which may be found on the Caltrans website: <http://www.dot.ca.gov/hq/asc/travel/ch12/1consultant.htm> When invoicing, receipts are required to be submitted for all direct costs, other than fully-weighted personnel costs.

Please submit the fee proposal in a separate, sealed envelope marked "Fee Proposal".

References

Provide a list of similar projects for which the firm has completed traffic studies with a list of at least three client references associated with these projects. Include client references for any proposed sub-consultants. Provide names of contact person, addresses and telephone numbers for all client references.

Exceptions

Identify any exceptions you are proposing with respect to the Scope of Services. Additionally, if there are any exceptions to the City's insurance requirements and/or the City's draft professional services agreement as shown in the attachments, the Consultant should list the exceptions in the proposal.

SPECIAL PROPOSAL REQUIREMENTS

Proposal documents shall be produced on recycled paper, when practicable. The proposal front cover shall be labeled in such a way as to identify that the document was produced on recycled paper. Where practicable, the pages of the proposal shall be produced double sided.

AFFIRMATATIVE ACTION

Prospective contractors should be aware that the Equal Employment Opportunity Requirement of Executive Order 11246, as amended by Executive Order 11275, Title VII of the Civil Rights Act of 1964, the California Fair Employment Practices Act and other federal and state laws pertaining to equal employment opportunity are applicable to any contract awarded by the City of Ukiah.

INSURANCE REQUIREMENTS

The insurance requirements are as per specified in the draft professional services agreement, Attachment "B".

EVALUATION OF CONSULTANT'S PROPOSAL

The following evaluation criteria will be used in evaluating and selecting candidates:

1. Candidate's specialized experience and technical competence as applicable to the services required. Resumes must be furnished for the proposed team members and team leader. (20 points)
2. Candidate's past record of performance, on similar projects, including control of costs, quality of work, and completion in a timely manner. (20 points)
3. Candidate's capacity to perform the work in a timely fashion. A proposed work plan

and organization chart should be included. (15 points)

4. Candidate's familiarity with the type of problems applicable to the project. (20 points)

5. Candidate's demonstrated experience in preparing traffic studies. (25 points)

CONTRACT AWARD

A contract will be negotiated with the individual or firm determined in the proposal evaluation process to be best suited to perform this project. If a contract cannot be negotiated with the individual or firm submitting the highest rated proposal which is in the best interest of the City of Ukiah, then staff will terminate negotiations with that firm and commence the negotiation process with the firm submitting the second highest rated proposal.

This contract will be awarded using a cost reimbursement payment method. The contract will include all State and/or Federal requirements that "flow down" from the funding sources. A contract shall not be awarded to a consultant without an adequate financial management and accounting system as required by 48 CFR Part 16.301-3, 49 CFR Part 18, and 48 CFR Part 31 (per Caltrans' Local Assistance Procedures Manual Chapter 10.5). A pre-award audit may be required.

SUPPLEMENTAL INFORMATION

Attached please find the following:

A photomap of the proposed realignment, Attachment "A".

A draft professional services agreement, Attachment "B".

RIGHT OF REFUSAL

The City reserves the right to reject any and all proposals without qualifications. Proposals will be considered only in their entirety. The City reserves the right to negotiate the specific requirements and costs using the selected proposal as a basis.

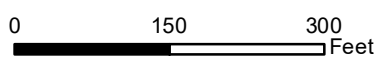
QUESTIONS

Questions shall be directed to Rick Seanor, Deputy Director of Public Works, City of Ukiah, Department of Public Works, 300 Seminary Avenue, Ukiah, CA 95482-5400, voice phone: (707) 463-6296, fax phone: (707) 463-6204, and email: rseanor@cityofukiah.com

CITY OF UKIAH - PROPOSED TALMAGE RD. REALIGNMENT



This map is a guide. Every reasonable effort has been made to ensure the accuracy of the map and data provided. Parcel lines are not intended to represent surveyed data.



ATTACHMENT "A"



ATTACHMENT "B"

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this ____ day of _____, 2018 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and -----, a corporation, organized and in good standing under the laws of the state of California, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services to complete a traffic analysis for realignment of Talmage Road.
- b. Consultant represents that it has the qualifications, skills, experience and properly licensed to provide these services, and is willing to provide them according to the terms of this Agreement.
- c. City and Consultant agree upon the Scope-of-Work and Work Schedule attached hereto as Attachment "A", describing contract provisions for the project and setting forth the completion dates for the various services to be provided pursuant to this Agreement.

TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

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

2.0 SCOPE OF SERVICES

- 2.1 As set forth in Attachment "A".
- 2.2. Additional Services. Additional services, if any, shall only proceed upon written agreement between City and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

- 3.1 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon receipt of a Notice to Proceed from City. Consultant shall complete the work to the City's reasonable satisfaction; even if contract disputes arise or Consultant contends it is entitled to further compensation.

4.0 COMPENSATION FOR SERVICES

- 4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated on a time and expense basis not to exceed a maximum dollar amount of \$-----. Labor charges shall be based upon hourly billing rates for the various classifications of personnel employed by Consultant to perform the Scope of Work as set forth in the attached Attachment B, which shall include all indirect costs and expenses of every kind or nature, except direct expenses. The

ATTACHMENT "B"

direct expenses and the fees to be charged for same shall be as set forth in Attachment B. Consultant shall complete the Scope of Work for the not-to-exceed guaranteed maximum, even if actual time and expenses exceed that amount.

- 4.2 Changes. Should changes in compensation be required because of changes to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes to the Scope-of-Work" means different activities than those described in Attachment "A" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement.
- 4.3 Sub-contractor Payment. The use of sub-consultants or other services to perform a portion of the work of this Agreement shall be approved by City prior to commencement of work. The cost of sub-consultants shall be included within guaranteed not-to-exceed amount set forth in Section 4.1.
- 4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work satisfactorily performed prior to the date of the invoice less any amount already paid to Consultant, which amounts shall be due and payable thirty (30) days after receipt by City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the fees charged for that task, and the direct expenses incurred and billed for. Invoices shall be accompanied by documentation sufficient to enable City to determine progress made and to support the expenses claimed.

5.0 ASSURANCES OF CONSULTANT

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

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

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

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

ATTACHMENT "B"

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

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

6.0 INDEMNIFICATION

- 6.1 Insurance Liability. Without limiting Consultant's obligations arising under Paragraph 6.2 Consultant shall not begin work under this Agreement until it procures and maintains for the full period of time allowed by law, surviving the termination of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with its performance under this Agreement.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office ("ISO) Commercial General Liability Coverage Form No. CG 20 10 10 01 and Commercial General Liability Coverage – Completed Operations Form No. CG 20 37 10 01.
2. ISO Form No. CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" or Code 8, 9 if no owned autos and endorsement CA 0025.
3. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.

ATTACHMENT "B"

3. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.
4. Errors and Omissions liability: \$1,000,000 per claim.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to the City, its officers, officials, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

- a. The City, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied or used by the Consultant, or automobiles owned, hired or borrowed by the Consultant for the full period of time allowed by law, surviving the termination of this Agreement. The coverage shall contain no special limitations on the scope-of-protection afforded to the City, its officers, officials, employees or volunteers.
- b. The Consultant's insurance coverage shall be primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
- d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from Consultant's performance of the work, pursuant to this Agreement.

ATTACHMENT "B"

3. Professional Liability Coverage

If written on a claims-made basis, the retroactivity date shall be the effective date of this Agreement. The policy period shall extend for the duration of the work being performed.

4. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Acceptability of Insurers

Insurance is to be placed with admitted California insurers with an A.M. Best's rating of no less than A- for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

F. Verification of Coverage

Consultant shall furnish the City with Certificates of Insurance and with original Endorsements effecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the City. Where by statute, the City's Workers' Compensation - related forms cannot be used, equivalent forms approved by the Insurance Commissioner are to be substituted. All Certificates and Endorsements are to be received and approved by the City before Consultant begins the work of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time. If Consultant fails to provide the coverages required herein, the City shall have the right, but not the obligation, to purchase any or all of them. In that event, the cost of insurance becomes part of the compensation due the contractor after notice to Consultant that City has paid the premium.

G. Subcontractors

Consultant shall include all subcontractors or sub-consultants as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor or sub-consultant. All coverage for sub-contractors or sub-consultants shall be subject to all insurance requirements set forth in this Paragraph 6.1.

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

ATTACHMENT "B"

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

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

7.0 CONTRACT PROVISIONS

- 7.1 Ownership of Work. All documents furnished to Consultant by City and all documents or reports and supportive data prepared by Consultant under this Agreement are owned and become the property of the City upon their creation and shall be given to City immediately upon demand and at the completion of Consultant's services at no additional cost to City. Deliverables are identified in the Scope-of-Work, Attachment "A". All documents produced by Consultant shall be furnished to City in digital format and hardcopy. Consultant shall produce the digital format, using software and media approved by City.
- 7.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Mendocino County.
- 7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.
- 7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without City's prior written consent.
- 7.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.
- 7.8 Termination. This Agreement may only be terminated by either party: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) City has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. City shall pay the Consultant only for services

ATTACHMENT "B"

performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to off-set for any direct or consequential damages City may incur as a result of Consultant's breach of contract.

7.9 Duplicate Originals. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. When so signed, each such document shall be admissible in administrative or judicial proceedings as proof of the terms of the Agreement between the parties.

8.0 NOTICES

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

CITY OF UKIAH
DEPT. OF PUBLIC WORKS
300 SEMINARY AVENUE
UKIAH, CALIFORNIA 95482-5400

9.0 SIGNATURES

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

CONSULTANT

BY: _____

Date

PRINT NAME: _____

IRS IDN Number

CITY OF UKIAH

BY: _____

SAGE SANGIACOMO
CITY MANAGER

Date

ATTEST

KRISTINE LAWLER, CITY CLERK

Date

ATTACHMENT "B"

APPROVED AS TO FORM:

DAVID J. RAPPORT
CITY ATTORNEY

Date

Proposal for

Traffic Analysis for Realignment of Talmage Road

*This document was produced
on recycled paper*

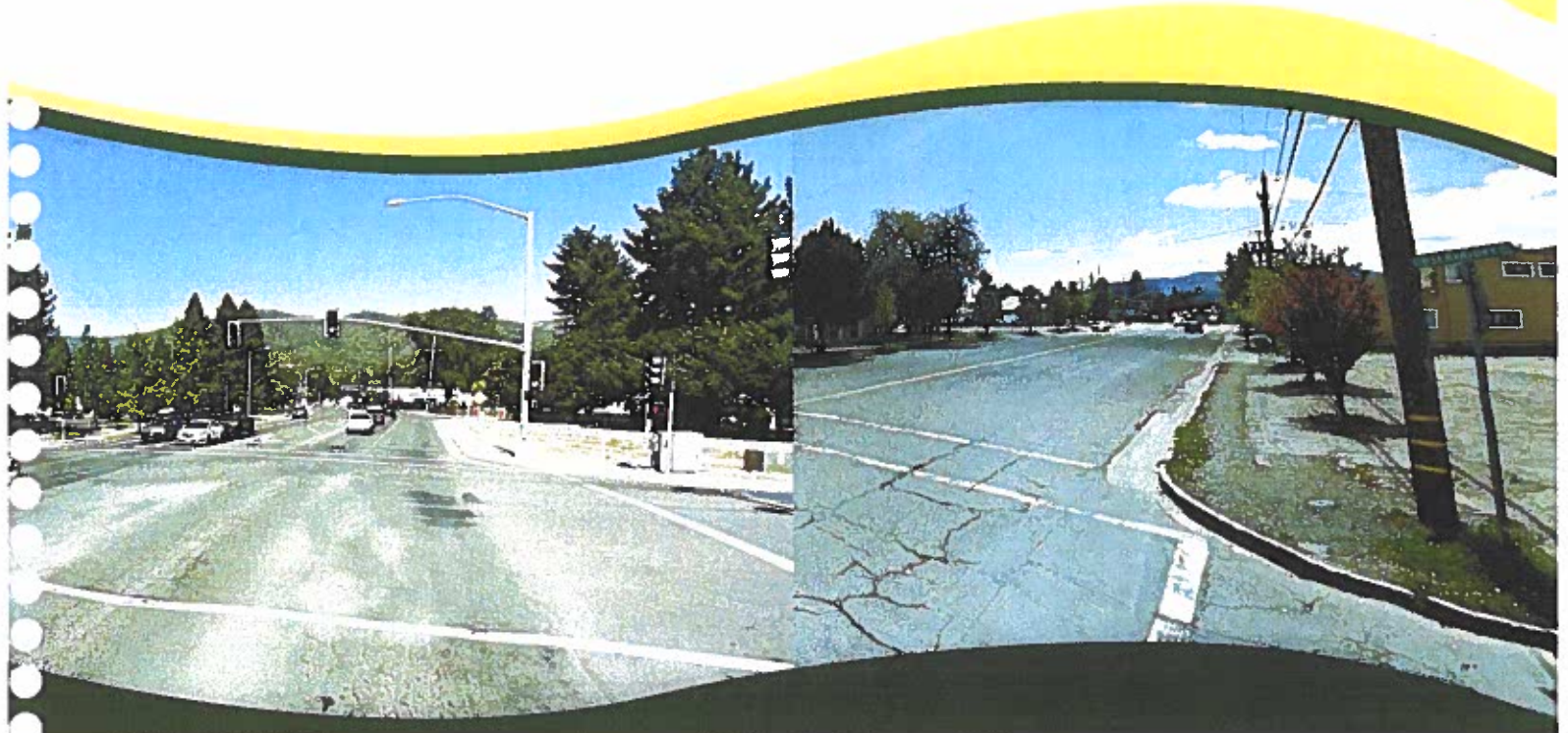
March 27, 2018



City of Ukiah



VISION THAT MOVES YOUR COMMUNITY



**TJKM**

VISION THAT MOVES YOUR COMMUNITY

19

March 27, 2018

Rick Seanor, Deputy Director of Public Works
City of Ukiah
Department of Public Works
300 Seminary Avenue
Ukiah, CA 95482-5400

Subject: Proposal for Traffic Analysis for Realignment of Talmage Road

Dear Mr. Seanor:

Thank you for providing TJKM Transportation Consultants the opportunity to present our team's proposal to prepare a traffic analysis for the proposed realignment of Talmage Road in the City of Ukiah. We are confident that TJKM will meet the City's goals and objectives for this project, delivering a superior quality product, all while exceeding your expectations.

As a premier transportation-consulting firm recognized for our extensive transportation planning, traffic operations, and Intelligent Transportation System (ITS) capabilities, our skills and depth of resources have been continuously proven to be successful with the completion of hundreds of transportation projects for local and state agencies like yours.

Project Understanding

The City of Ukiah is requesting proposals from qualified firms to provide professional engineering services to conduct traffic operational analysis for the proposed realignment of Talmage Road. The consultant will be required evaluate existing conditions within the study area and provide recommendations to improve existing traffic operations at the intersections of South State Street/Talmage Road and Observatory Avenue/South State Street along with evaluating and providing recommendations on existing pedestrian and bicycle facilities and demands. The consultant will evaluate the feasibility of the proposed alignment; provide recommendations as needed and planning level estimates for the proposed modifications.

Our detailed work plan caters towards clear communication at every stage of the project and aims aggressively in meeting every deliverable deadline. We ensure that all the data that could be needed for the project is acquired and validated to achieve accurate results during the operational analyses. We aim at providing feasible and optimal recommendations in lieu with current standards and designs upon thorough review of the project area and operational analysis conducted. Our team is very responsive and will go above and beyond to ensure that the project goals are met.

To meet the specific needs of the City of Ukiah, our team will be led by Ms. Shruti Shrivastava who will serve as the Project Manager on this contract. She has more than four years of experience in traffic impact studies, traffic operations, signal coordination, data collection, and level of service analysis, and will be supported by a group of talented and experienced leaders in their fields with significant experience in providing professional traffic engineering services on similar projects. Our team consists of experienced engineers who have worked on several similar projects, bring current knowledge and experience to the City, and is ready to "hit the ground running."

Contact & Commitment

As President of the firm, I am authorized to bind TJKM to a contract and you have my personal assurance that all the resources necessary to address the City of Ukiah's needs will be made available and ready to perform when the opportunity arises. If you have any questions about our submittal, please contact Ms. Shrivastava at 925.264.5028 or by email at sshrivastava@tjkm.com. Ms. Shrivastava will oversee task assignments, monitor the



TJKM

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budget and schedule, and serve as the primary point of contact for City staff throughout the duration of the project.

Again, thank you for considering TJKM for the City of Ukiah's project needs. We look forward to working with you on this project

Sincerely,

TJKM Transportation Consultants

Nayan Amin, President



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Appendices

Appendix A Resumes

PROJECT APPROACH AND SCHEDULE



PROJECT UNDERSTANDING

The City of Ukiah is requesting proposals for professional services for traffic analysis of the proposed realignment of Talmage Road. The scope includes evaluating the feasibility of the proposed alignment and evaluating alternatives to improve traffic operations at the intersections of South State Street and Talmage Road and Observatory Avenue and South State Street.

The objectives of this project are to provide recommendations to improve the existing traffic operations at South State Street and Talmage Road and to assess the feasibility of converting the unsignalized intersection of Observatory Avenue and South State Road to a signalized intersection or roundabout. Additionally, the project involves evaluating Observatory Avenue and South State Road intersection after the realignment of Talmage Road. Based on our understanding of the project, below is our anticipated work plan.

WORK PLAN

Task 1: Project Management

The objective of this task is to meet and discuss the overall goals of the project, to discuss the existing concerns and available information for the project, establish lines of communication and to review and finalize the scope in detail. The TJKM Team will prepare an agenda for a project initiation, or kick-off, meeting. Our preliminary agenda for the meeting will include, but will not be limited to:

- ▶ Introductions/Goals of the meeting
- ▶ Contact information, protocol for communicating project information
- ▶ Schedule/Required time for City reviews
- ▶ Data requested from the City
- ▶ Milestones and invoicing information
- ▶ Project Schedule and updates on a monthly basis
- ▶ Other issues, as appropriate

At the conclusion of the kickoff meeting, the TJKM Team will prepare meeting minutes and a project contact list and distribute them to all meeting participants.

Throughout the project, there will be ongoing coordination between the TJKM Team and the City of Ukiah staff. We propose to hold regular progress conference calls so the project keeps on track and meets expectations. TJKM will provide monthly project updates that will include budget, schedule, and deliverables progress to the City's Project Manager. TJKM will coordinate meetings with City staff and other stakeholders for various milestones throughout the project.

Deliverables:

- ✓ *Final project scope and schedule*
- ✓ *Regular project management conference calls and monthly progress updates*

Task 2: Data Collection

Data Collection from City:

TJKM will collect all available data from City staff including, but not limited to:

- ▶ Aerial photos in digital form, if available (or Google Earth Professional would be used)
- ▶ GIS information in AutoCAD format
- ▶ Base maps and copies of any previous plans and street improvement plans in the project area and studies
- ▶ Recent peak hour turning movement volumes and 24-hour traffic volumes
- ▶ Sample construction documents from previous projects in electronic format
- ▶ Utility contact information
- ▶ Intersection and roadway segments as-builts
- ▶ Traffic signal as-builts for the project signals being modified
- ▶ Accident data within the study area for five consecutive years

Data Collection by TJKM:

TJKM will collect the following data for this project:

- ▶ Two-hour weekday intersection turning movement counts for vehicles, pedestrians, and bicycles at the intersections of South State Street and Talmage Road and Observatory Avenue and South State Street for the weekday a.m., midday, and p.m. peak periods
- ▶ Seven-day 24-hour average daily counts (ADT) including classification counts at three locations upon discussion with the City Staff
- ▶ Field Reconnaissance to better understand existing traffic patterns, traffic queues, sight distance, driver behavior, lane geometry, utility conflicts, and inventory of existing pedestrian and bicycle facilities





Task 3: Development of Conceptual Plans

After performing the field reconnaissance, TJKM's design team will prepare conceptual drawings for the proposed realignment of Talmage Road. The TJKM Team will acquire scaled aerials or topographic CAD file from City, if available. Otherwise use scaled Google aerials will be used.

The conceptual plans will show the proposed realignment of Talmage Road between South State Street and Cunningham Street and will be prepared per City of Ukiah Standards, Highway Design Manual, and the latest MUTCD Caltrans Standards plans and specifications. The concept drawings will identify proposed roadway width, lane geometry, signage, striping, pedestrian and bike facilities, utility conflicts anticipated with new roadway alignment, and all relevant data to provide insight on the extent of effort required to construct the proposed roadway alignment.

As part of the conceptual development item, the design team will evaluate potential alternatives and tweaks to proposed alignment to resolve traffic concerns at the intersection of Talmage Road and South State Street.

Deliverables:

- ✓ Draft Conceptual Drawings in electronic .pdf format (hard copies provided as requested)
- ✓ Final Conceptual Drawings in electronic .pdf format (hard copies provided as requested)

Task 4: Operational Analyses

Upon collection of the aforementioned data, TJKM will develop existing conditions traffic operational models using Synchro and SimTraffic micro-simulation software and the collected data. Calibration and validation of the models will be conducted to reasonably replicate existing conditions as observed in the field. The calibrated existing conditions models will be used for the development of the future year and proposed conditions traffic models.

As a part of the alternatives evaluation, signal warrant analysis will be conducted for the intersection of Observatory Avenue and South State Street. This intersection will be evaluated as a signal and roundabout to estimate the optimal intersection control required to improve traffic operations. Roundabout analysis will be conducted using VISSIM or Sidra. The intersection of Observatory Avenue and South State Street will also be analyzed with the proposed realignment. Additionally, the intersection of South State Street and Talmage Road will be evaluated with alternative signal phasing's and lane geometric configurations to improve traffic operations at the intersection.

Based on the existing pedestrian and bicycle data, improvements to pedestrian and bicycle facilities within the study area will be evaluated.

TJKM will obtain future year forecasts from the City and develop opening and future year traffic models.

Any potential lane closures and diversion of traffic as a result of the proposed realignment will be evaluated upon further discussions with the City staff and upon development of the conceptual plans.

The traffic models developed for all project scenarios will be used to estimate level of service (LOS), delay and 95th percentile queues at the study intersections and compare the recommended alternatives. Based on the evaluations and preferred recommendations, preliminary cost estimates will be developed for the project.

Task 5: Project Report

Based on the work completed under earlier tasks, the TJKM Team will prepare a preliminary Proposed Realignment of Talmage Road Feasibility Study Report, summarizing the work completed under earlier tasks to enhance operations, safety, mobility and connectivity for all modes of transportation.

The Draft Report will include the following elements:

- ▶ Introduction, including the description of the study area, the purpose and intent of the study, the process to prepare the study and contents of the study
- ▶ Existing and Future Conditions, including a summary of key assets and challenges within the study area
- ▶ Proposed Improvements by scenario and a detailed analysis and discussion
- ▶ A magnitude of costs estimate of each scenario

We will work collaboratively with the City of Ukiah staff on one round of revisions to the Draft Report. We assume that City staff will provide one set of consolidated comments/suggestions on the Draft Report.

The TJKM Team will incorporate comments received from City staff into the Final Study Report. Under this task, the TJKM Team will prepare a stand-alone executive summary. The Executive Summary in particular will function well as a user-friendly guide to the improvements and strategies for the study area.

Deliverables:

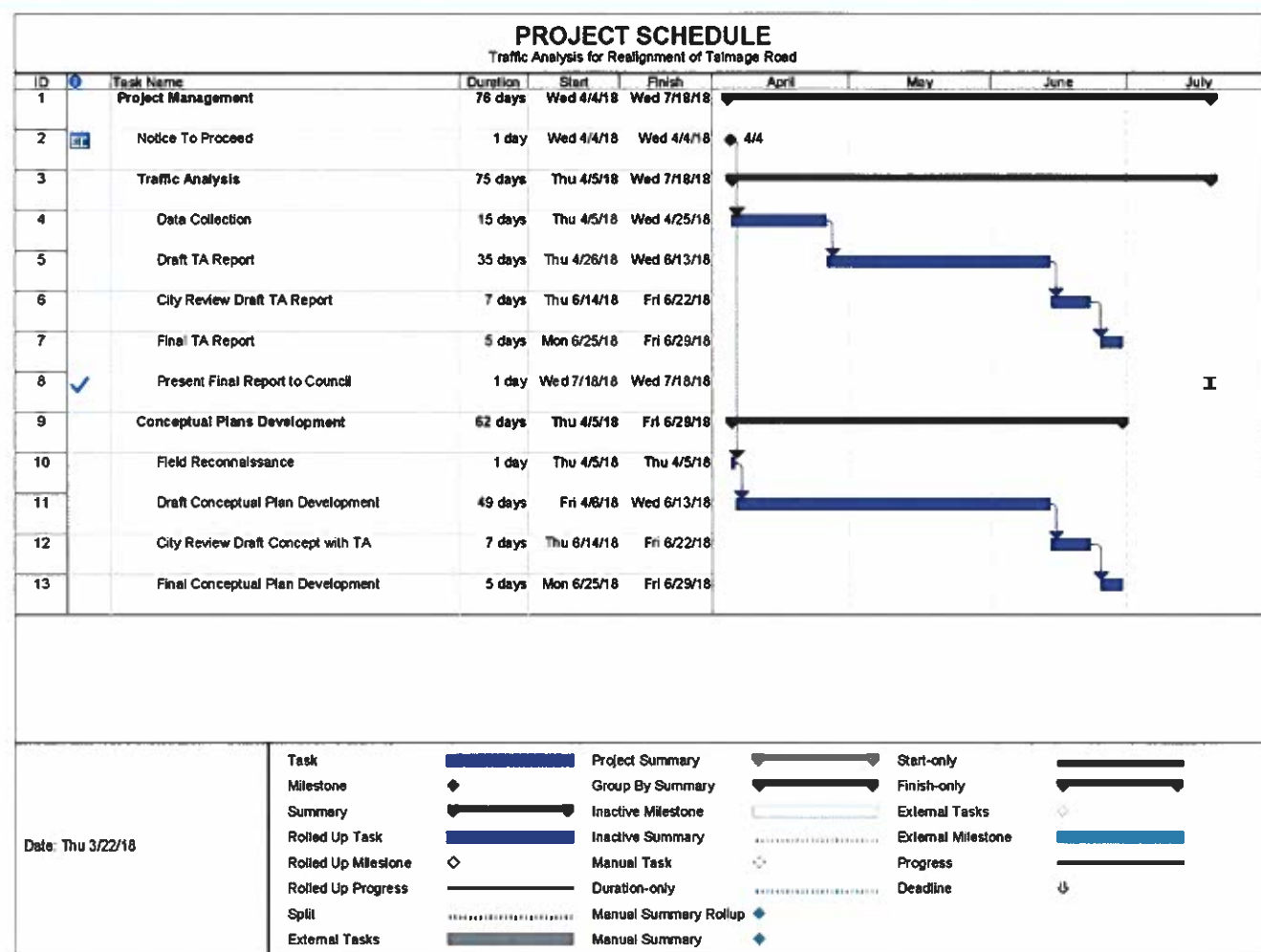
- ✓ Feasibility Study Report in electronic .pdf format (Draft and Final)
- ✓ All Synchro files
- ✓ Raw data
- ✓ Other Miscellaneous products



PROPOSED SCHEDULE

Our proposed team is an experienced team with specific strengths in each of the areas required to deliver this project on schedule and within budget to the satisfaction of the City of Ukiah. Our proposed team has a proven track record of successful similar projects and is dedicated to providing high-quality products. With our available resources and experience, TJKM is equipped to provide the level of responsiveness required by the City, all while providing professional and quality services. We have developed an individualized approach for each task that, combined with an active project management and team-oriented approach, will ensure the delivery of timely, high-quality services.

The personnel listed in our organization chart are available to work on the project for the entire duration of the project. Our proposed staff has the availability to accept and complete this key project on schedule and within budget. TJKM will complete this project in accordance with the schedule shown below.





PROJECT TEAM

FIRM OVERVIEW



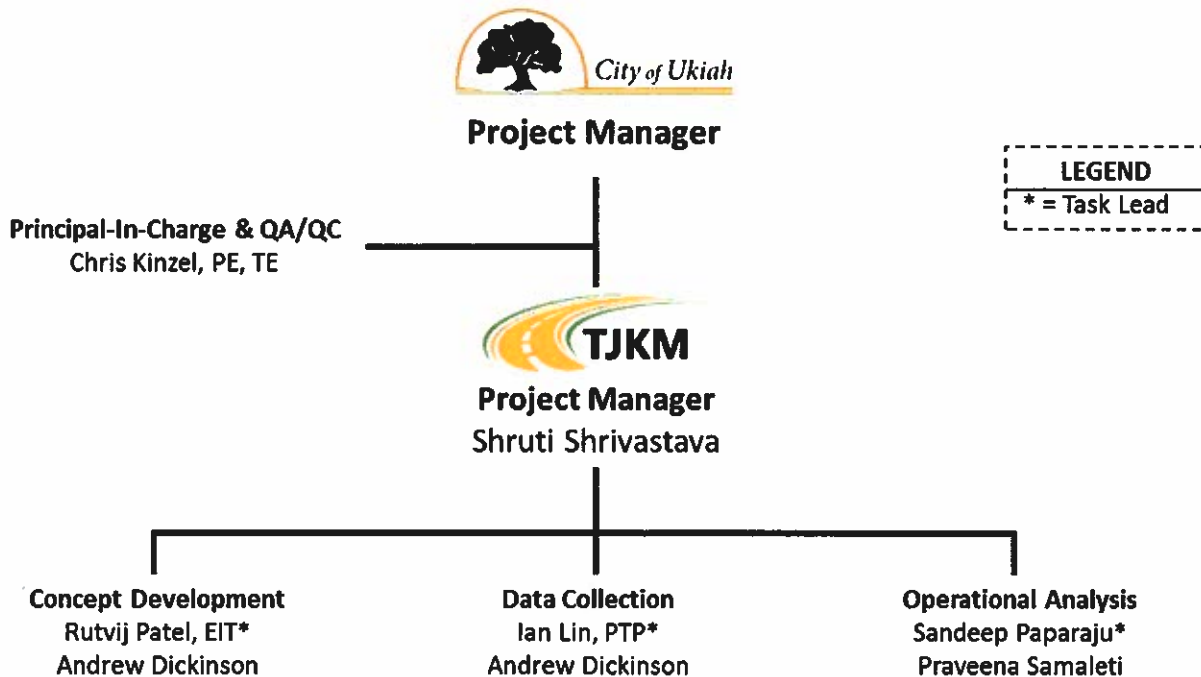
TJKM Transportation Consultants (TJKM) is a traffic engineering and transportation planning firm providing services throughout California. Founded in 1974, TJKM currently has a staff of 30 employees with offices in Pleasanton, San Jose, Sacramento, Fresno, and Santa Rosa. Our projects range in size from short-term engagements developing meaningful traffic solutions for a wide range of transportation issues to long-term planning for new developments, communities, and transportation systems. For over 40 years, more than 3,500 satisfied clients have entrusted TJKM with their critical work. We serve a full-range of clients, including municipalities, congestion management agencies, metropolitan planning organizations, transportation agencies, private developers, other consulting firms, and attorneys. TJKM has been involved in more than 8,000 transportation projects throughout California, and averages over 200 new projects each year. TJKM's primary service categories include traffic engineering design (including plans, specifications, and estimates (PS&E)), transportation planning, traffic operations, corridor studies, intelligent transportation systems (ITS), traffic safety, and multimodal studies. Our motivation comes from satisfying clients' objectives and improving communities.

TJKM has served both public and private clients throughout California. Our engineers have worked on the public side of the desk for years as municipal engineers, developing superior skills in collaborating with the public and city councils and, more importantly, crafting excellent relationships with the right individuals.

TJKM Transportation Consultants is a disadvantaged and small business enterprise (DBE #40772 and SBE #38780).

ORGANIZATIONAL CHART

Our proposed organization chart illustrates our proven "chain of command" for performance on similar type of projects. Work performed will be conducted under the direct supervision/direction of our Project Manager, Ms. Shruti Shrivastava. Ms. Shrivastava will be responsible for overall coordination of the project, maintaining the effectiveness and efficiency of the work, schedule, and ensuring the City of Ukiah's satisfaction. She will serve as primary contact for the duration of the project and be responsible for day-to-day coordination and activities of the project and will be available to the City at a short notice.



STAFF QUALIFICATIONS AND EXPERIENCE



Chris Kinzel, PE, TE | Principal-In-Charge and QA/QC

Registrations: CA TR0023 (Traffic) | CA C15347 (Civil)

Budgeted Project Hours: 6

Mr. Kinzel is the Vice President of TJKM. He has 57 years of experience in nearly all aspects of traffic engineering. Mr. Kinzel has managed and performed hundreds of traffic studies over the years.

A former municipal engineer, much of his career today is focused on working with city and county traffic engineers to determine the most effective strategies for reducing traffic congestion. He has also worked with many California developers and homebuilders, performing development studies and presenting results.

Mr. Kinzel has made presentations at hundreds of city council/planning commission/public meetings to present traffic study recommendations, and has taught traffic-engineering courses for the University of California and the University of Santa Clara. He wrote the "Traffic Studies" chapter of the Traffic Engineering Handbook, published by Prentice-Hall, and he assisted ITE with updating their Parking Generation Manual that is now in circulation. Mr. Kinzel also conducted a peer review of the 7th, 8th and 9th Editions of the ITE Trip Generation Manual.

Relevant project experience includes:

- ▶ Golden State Boulevard/Golf Road/Berkeley Avenue Intersection Project, Stanislaus
- ▶ Citywide Multimodal Improvement Study, Hayward
- ▶ Citywide Multimodal Improvement Plan, Mountain View
- ▶ Sandia National Laboratories/CA Traffic Safety Study, Livermore
- ▶ Charleston-Arastradero Corridor Project, Palo Alto
- ▶ Webster Street SMART Corridor, Alameda County
- ▶ South County Corridor Study, Stanislaus County



Shruti Shrivastava | Project Manager

Budgeted Project Hours: 60

Ms. Shrivastava has four years of experience in the area of transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects such as LOS and Collision analyses, performing travel time runs, data collection, field surveys, the development of micro-simulation traffic models, and preparation of reports related to signal coordination projects. She has also worked on various traffic impact study projects. Ms. Shrivastava has experience with a variety of software

packages including Synchro 8, SimTraffic 8, Traffix and HCS.

Relevant project experience includes:

- ▶ Golden State Boulevard/Golf Road/Berkeley Avenue Intersection Project, Stanislaus
- ▶ I-80/Gilman Street Interchange Improvement PA/ED Project, Alameda County
- ▶ Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos
- ▶ Sperry Avenue at I-5 Interchange, Stanislaus County
- ▶ Project Evaluation for LAVTA/Dublin TPI/NGAOP Project, Dublin
- ▶ Shoreline Boulevard Transportation Corridor Study, Mountain View
- ▶ Shoreline Boulevard Corridor Study for Confidential Client, Mountain View
- ▶ San Benito Street Corridor Study, Hollister
- ▶ Webster Street SMART Corridor, Alameda County
- ▶ Sperry Road/I-5 Interchange, Stanislaus County


Rutvij Patel, EIT | Concept Development Task Lead
Registrations: EIT 154117

Budgeted Project Hours: 24

Mr. Patel has 10 years of professional experience in transportation/traffic engineering and design. He spent his first four years at URS interning for the Traffic Engineering group, providing support on traffic impact studies, highway operation analysis, signal coordination projects and highway design plans, specifications and estimates (PS&E) packages. Upon joining TJKM, Mr. Patel has worked on various electrical design projects

which include street lighting, traffic signal, and intelligent transportation system design plans, as well as the preparation of traffic handling, signage, and striping plans.

For all projects Mr. Patel has developed project estimates, specifications to accompany the full plan set. He has met with clients for comment review meetings, assisted cities on answering contractor Requests for Information (RFI's) on design work and have met with them onsite to resolve any design questions.

Relevant project experience includes:

- ▶ Shoreline Boulevard Transportation Corridor Study, Mountain View
- ▶ Charleston-Arastradero Corridor Project, Palo Alto
- ▶ California Street/Escuela Avenue Complete Streets Feasibility Study, Mountain View
- ▶ San Benito Street Corridor Study, Hollister


Ian Lin, PTP | Data Collection Task Lead
Registrations: CA 601 Professional Transportation Planner

Budgeted Project Hours: 20

Mr. Lin is a transportation planner at TJKM with three years of professional experience in the field of parking study, parking operation, transportation planning, transit planning, pedestrian and bicycle studies. Prior to joining TJKM, he served as a transportation analyst intern at the Los Angeles World Airports, assisting in the development and implementation of major parking and capital improvement programs.

Relevant project experience includes:

- ▶ Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos
- ▶ Project Evaluation for LAVTA/Dublin TPI/NGAOP Project, Dublin
- ▶ Hollister Avenue Complete Streets Study, Goleta
- ▶ Bascom Corridor Complete Streets, Santa Clara County
- ▶ Hollister Corridor Complete Streets, Goleta
- ▶ Multimodal Improvement Plan, Mountain View


Sandeep Paparaju | Operational Analysis Task Lead
Budgeted Project Hours: 24

Mr. Paparaju has more than three years of professional experience in the areas of professional experience in the areas of traffic operations, signal coordination, traffic impact studies, bridge design, and construction oversight.

Relevant project experience includes:

- ▶ I-80/Gilman Street Interchange Improvement PA/ED Project, Alameda County
- ▶ South County Corridor Study, Stanislaus County
- ▶ Rengstorff Avenue Signal Coordination & Corridor Study, Mountain View
- ▶ California Street/Escuela Avenue Complete Streets, Mountain View

**Praveena Samaleti | Project Planner****Budgeted Project Hours: 40**

Ms. Praveena has 11 years of experience in the area of transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects such as LOS and Collision analyses, performing travel time runs, data collection, field surveys, and preparation of reports related to signal coordination projects. She has also worked on traffic impact study (TIS) projects, Comprehensive Traffic & Transportation studies, and Feasibility studies in India. She has experience with a variety

of software packages, including Synchro 8, SimTraffic 8, and Traffix.

Relevant project experience includes:

- ▶ Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos
- ▶ Sperry Avenue at I-5 Interchange, Stanislaus County
- ▶ Shoreline Boulevard Traffic Adaptive Signal System, Mountain View
- ▶ Metropolitan Transportation Commission (MTC) Program for Arterial System Synchronization (PASS) 2016-2017 Cycle, Oakley, Antioch, San Mateo, & Santa Rosa

**Andrew Dickinson | Project Engineer****Budgeted Project Hours: 40**

Mr. Dickinson has two year of professional experience in transportation engineering and design. He spent his first year interning for the design group at TJKM, providing support on signal design plans, traffic handling plans, striping plans, and estimate (PS&E) packages.

Relevant project experience includes:

- ▶ Charleston-Arastradero Corridor Project, Palo Alto



SUB-CONSULTANTS

TJKM does not anticipate the need for any subconsultants on this project.



FEE PROPOSAL

We have included our fee proposal for this contract in a separate sealed envelope, per the instructions outlined in the Request for Proposal.



REFERENCES

TJKM has conducted over 8,000 transportation studies and design projects, including:

- ▶ Golden State Boulevard/Golf Road/Berkeley Avenue Intersection Project, Stanislaus County
- ▶ Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos
- ▶ Sperry Avenue at I-5 Interchange, Stanislaus County
- ▶ I-80/Gilman Street Interchange Improvement PA/ED Project, Alameda County

Nearly 85 percent of our clients are repeat clients. Prompt service, attention to details, strict adherence to schedule requirements, and commitment to our clients' goals are among the reasons for this steady client base. Our objective on every assignment is to provide the most cost-effective product that meets the specific needs and criteria of each client within the planned schedule and budget. We encourage the City of Ukiah to contact our references to learn about our performance. We are confident that you will be pleased with what our clients have to say about us.

Stanislaus County, CA

Golden State Boulevard/Golf Road/Berkeley Avenue Intersection Project



PROJECT OWNER:

Stanislaus County

PROJECT DATE(S):

2015 - Ongoing

KEY PERSONNEL:

Chris Kinzel, PE, TE • PIC & QA/QC
Atul Patel, TE, PTOE • Project Manager
Ruta Jariwala, PE, TE • Task Lead

TJKM CLIENT REFERENCE:

Matt Machado
Stanislaus County
1716 Morgan Road
Modesto, CA 95358
(209) 525-4153
machadom@co.stanislaus.ca.us

TJKM FEE:

\$115K

PROJECT DESCRIPTION:

On this project, TJKM evaluated the project intersections as a joint intersection with signal control or roundabout with railroad preemption. The study intersections included in this study were:

- South 1st Street/Golf Road (One-Way Stop)
- Southbound (SB) South Golden State Boulevard/Golf Road (All-Way Stop)
- Northbound (NB) South Golden State Boulevard/Golf Road (All-Way Stop)
- Paulson Road/Golf Road/S. Berkeley Avenue (Two-Way Stop)

Two alternatives were evaluated as a part of the study. Alternative 1 involved signalizing the intersections of Golden State Boulevard (Southbound)/Golf Road and Golden State Boulevard (Northbound)/Golf Road as a joint intersection with railroad preemption. This alternative also signalizes South 1st Street/Golf Road and realigns Paulson Road/Golf Road/S. Berkeley Avenue intersection further east. Alternative 2 involved converting South 1st Street/Golf Road, Golden State Boulevard (Southbound)/Golf Road and Golden State Boulevard (Northbound)/Golf Road as a roundabout.

TJKM evaluated both alternatives using Synchro/SimTraffic and Sidra traffic modelling and simulation software to estimate the level of service, delay, and vehicle throughput for existing, opening year, and design year scenarios.

TJKM prepared an Intersection Control Evaluation to objectively evaluate the two alternatives for Golf Road along Golden State Boulevard and presented the results to the Technical Advisory Committee. TJKM will be providing preliminary engineering of the preferred alternative, traffic signal design, and traffic delineation, as well as providing construction and bidding support during construction.



VISION THAT MOVES YOUR COMMUNITY

Los Altos, CA

Feasibility Study for Circulation Improvements at Loyola Corners



PROJECT OWNER:

City of Los Altos

PROJECT DATE(S):

2017

KEY PERSONNEL:

Chris Kinzel, PE, TE • Principal-In-Charge
Nayan Amin, TE • Project Manager
Ruta Jariwala, PE, TE • Task Lead
Janice Spuller • Task Lead
Shruti Shrivastava • Project Engineer

TJKM CLIENT REFERENCE:

City of Los Altos
Susanna Chan
1 North Sand Antonio Road
Los Altos, CA 94022
(650) 947-2621
schan@losaltosca.gov

TJKM FEE:

\$8K

PROJECT DESCRIPTION:

Loyola Corners, located in the City of Los Altos, is a 17-acre neighborhood commercial area located near Foothill Expressway, between Fremont and Miramonte Avenues. The purpose of the Loyola Corners Circulation Improvements Feasibility Study was to review and develop recommendations, from a multimodal circulation and safety standpoint. The overall project objectives were to evaluate vehicular, bicycle and pedestrian safety, preserve the surrounding residential neighborhoods by minimizing potential cut-through commercial traffic and provide optimal access to the commercial businesses on Fremont Avenue and Miramonte Avenue. TJKM evaluated the study area under existing and future settings with developments and infrastructure improvements approved in the Specific Plan Update.

TJKM evaluated the aforementioned scenarios using traffic counts collected for this project and provided alternatives to improve traffic circulation throughout the study area including suitable lane geometry modifications where needed. Pedestrian and bicycle level of stress (LTS) analysis was conducted to evaluate the existing pedestrian and bicycle facilities and propose recommendations to improve connectivity.

Additionally, the City of Los Altos was interested in converting the existing signalization at the intersections of Fremont Avenue/A Street and Fremont Avenue/Miramonte Avenue to all-way stop control. TJKM used California Manual on Uniform Traffic Control Devices (CA MUTCD) 2014 methodologies to analyze the applicability of stop control at the intersections and conducted Level of Service (LOS) and delay analyses, vehicle throughput analyses and safety evaluation using collision history for this purpose.

TJKM attended and presented results of the study and recommendations to the City Council and other stakeholders.



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Stanislaus County, CA

Sperry Avenue at I-5 Interchange

**PROJECT OWNER:**

Stanislaus County

PROJECT DATE(S):

2014 - 2016

KEY PERSONNEL:

Nayan Amin, PE, TE, • Project Manager
Ruta Jariwala, PE, TE • Task Lead
Lin Zhang, PhD, PE, TE, PTOE, • Task Lead
Lawrence Liao • Task Lead
Shruti Shrivastava • Project Engineer

TJKM CLIENT REFERENCE:

Andrew Malizia
Stanislaus County Public Works
1716 Morgan Road
Modesto, CA 95358
(209) 525-4126
maliziaa@stancounty.com

TJKM FEE:

\$104K



VISION THAT MOVES YOUR COMMUNITY

PROJECT DESCRIPTION:

TJKM assisted in analysis of three development alternatives to facilitate discussions with Caltrans to improve the interchange between I-5, a four-lane freeway, which carries between 37,000 to 41,000 vehicles per day (vpd) and Sperry Avenue, a major local roadway in the City of Patterson. TJKM collected existing traffic counts and forecasted opening year (2018) and design year (2040) traffic demands including future developments around the study area.

The Sperry Avenue/I-5 Northbound Ramps and Sperry Avenue/I-5 Southbound Ramps intersections, which are currently unsignalized, were evaluated with existing, tight diamond (L-1) interchange and partial cloverleaf (L-8) interchange configurations operating with both signalization and as roundabouts to assess the impact and improvements resulting from each of the traffic control options. Lane geometry at the intersections were modified for each of the traffic control options based on the results of the analyses to develop feasible and optimal intersection modifications and presented to Caltrans. A Traffic Operations Analysis Report was developed detailing the results of the analyses and an Intersection Capacity Evaluation (ICE) was conducted at the two intersections to choose the most optimal traffic control. Synchro/SimTraffic and Sidra traffic modeling and simulation software were used for the analyses and calibrated based on Caltrans standards and recommendations.



Alameda County

I-80/Gilman Street Interchange Improvement PA/ED Project



PROJECT OWNER:

Alameda County
Transportation Commission

PROJECT DATE(S):

2015 - 2017

KEY PERSONNEL:

Nayan Amin, TE • Project Manager
Ruta Jariwala, PE, TE • Task Lead
Lawrence Liao • Task Lead
Lin Zhang, PhD, PE, PE, PTOE • Task Lead
Shruti Shrivastava • Project Engineer
Sandeep Paparaju • Project Engineer

TJKM CLIENT REFERENCE:

Trinity Nguyen
Alameda County
Transportation Commission
(510) 208-7441
tnguyen@alamedactc.org

TJKM FEE:

\$177K



VISION THAT MOVES YOUR COMMUNITY

PROJECT DESCRIPTION:

The purpose of the I-80/Gilman Street Interchange Improvement project is to simplify and improve navigation, mobility and traffic operations, reduce congestion, vehicle queues and conflicts, improve local and regional bicycle connections and pedestrian facilities, and improve safety at the I-80/Gilman Street interchange. Under existing conditions, the I-80 ramp terminal intersections at Gilman Street are stop-control intersections. In order to improve traffic operation at the Gilman Street interchange, roundabout was proposed to replace stop-control. TJKM evaluated the intersections under existing, opening year (2020) and design year (2040) scenarios. Additionally TJKM evaluated potential lane geometry and traffic control modifications to improve operations at the ramp intersections and adjacent intersections along Gilman Street. TJKM lead the following tasks in this project.

- Data Collection and Review
- Existing Conditions Assessment and Analysis
- Traffic Forecasting
- Traffic Impacts During Construction
- Pedestrian and Bicycles Improvement Analysis
- Traffic Index for Pavement Design
- Traffic Operations Analysis
- Intersection Control Evaluation (ICE) Process

The analysis was conducted using Synchro/Simtraffic and Sidra traffic modelling and simulation softwares.





EXCEPTIONS

TJKM has reviewed the sample agreement for consulting services and is willing to accept the terms and conditions set forth in the agreement.

Appendix A

Resumes



AREAS OF EXPERTISE

- Municipal Traffic Engineering
- Freeway Operations
- Arterial System Planning
- Circulation Studies
- Traffic Impact Studies
- General/Specific Plans
- Parking Studies
- Corridor Studies
- Expert Witness Testimony
- Transportation Planning
- Geometric Design
- Safety Studies

YEARS OF EXPERIENCE

57

REGISTRATION & CERTIFICATIONS

CA TR0023 (Traffic)
CA C15347 (Civil)

PROFESSIONAL HISTORY

TJKM	1974 - Present
Lampman & Associates	1971 - 1974
City of Hayward	1966 - 1971
County of Fresno	1960 - 1965

EDUCATION

MS Transportation Engineering,
University of California,
Berkeley
BS Civil Engineering
California State University,
Fresno

Mr. Kinzel is the Vice President of TJKM. He has 57 years of experience in nearly all aspects of traffic engineering. Mr. Kinzel has managed and performed hundreds of traffic studies over the years.

A former municipal engineer, much of his career today is focused on working with city and county traffic engineers to determine the most effective strategies for reducing traffic congestion. He has also worked with many California developers and homebuilders, performing development studies and presenting results.

Mr. Kinzel has made presentations at hundreds of city council/planning commission/public meetings to present traffic study recommendations, and has taught traffic-engineering courses for the University of California and the University of Santa Clara. He wrote the "Traffic Studies" chapter of the Traffic Engineering Handbook, published by Prentice-Hall, and he assisted ITE with updating their Parking Generation Manual that is now in circulation. Mr. Kinzel also conducted a peer review of the 7th, 8th and 9th Editions of the ITE Trip Generation Manual.

Chris Kinzel, PE, TE

VICE PRESIDENT

Project Role: Principal-In-Charge and QA/QC

Project Experience

Golden State Boulevard/Golf Road/Berkeley Avenue Intersection Project, Stanislaus County, CA, Stanislaus County, 2015-Ongoing, \$115K: Principal-In-Charge and QA/QC on project to evaluate four project intersections as a joint intersection with signal control or roundabout with railroad preemption. TJKM evaluated two alternatives as part of the study using Synchro/SimTraffic and Sidra traffic modelling and simulation software to estimate the level of service, delay, and vehicle throughput for existing, opening year, and design year scenarios. TJKM prepared an Intersection Control Evaluation to objectively evaluate the two alternatives for Golf Road along Golden State Boulevard and presented the results to the Technical Advisory Committee. TJKM will be providing preliminary engineering of the preferred alternative, traffic signal design, and traffic delineation, as well as providing construction and bidding support during construction.

Citywide Multimodal Improvement Study, Hayward, CA, City of Hayward, 2015-Ongoing, \$250K: Principal-In-Charge overseeing a Citywide Intersection Study to address existing and future congestion and enhance operations for all modes of transportation throughout the City of Hayward. TJKM conducted a comprehensive outreach approach geared in part to addressing potential concerns on the part of both the development community and City leaders. TJKM is examining about 100 intersections and 15 roadway segments for the project. TJKM used land use information from the General Plan to determine the amount of growth expected, and will conduct a thorough study of needed roadway improvements, leading to the preparation of the CIP document. As a part of the project TJKM will also prepare conceptual layouts for the recommended improvements.

Citywide Multimodal Improvement Plan, Mountain View, CA, City of Mountain View, 2015-Ongoing, \$220K: Principal-In-Charge overseeing the development of an Area-wide Multimodal Improvement Plan.



Planning • Engineering • ITS • Parking • Operations • Complete Streets

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Elements of the Multimodal Improvement Plan are largely drawn from several recent studies and plans analyzing future conditions and provides potential improvement strategies and projects. More than 50 study intersections and 50 roadway segments are being evaluated as part of the study to identify deficiencies, and improvements to enhance operations for all modes of transportation. The Plan is also intended to help reduce VMT/GHG and help meet mode shift goals. As a part of the project TJKM will also prepare conceptual layouts for the recommended improvements.

Sandia National Laboratories/CA Traffic Safety Study, Livermore, CA, Sandia National Laboratories, 2015-2016, \$50K: Principal-In-Charge on traffic safety study to identify unsafe conditions in the current network of roadways, pedestrian walkways and bicycle pathways at Sandia's energy research campus, and develop appropriate solutions to make travel safer for motorists, pedestrians and bicyclists.

Charleston-Arastradero Corridor Project, Palo Alto, CA, City of Palo Alto, 2014-2016, \$260K: Principal-In-Charge on project for corridor serving multimodal users including bicycles, vehicles, transit, and pedestrians from 11 schools and adjacent neighborhoods. Goals include addressing gaps in bike lanes, improving pedestrian and bicycle safety, reducing traffic congestion, and reducing vehicular speeds. Community workshops were conducted to gain public input on design alternatives. TJKM is responsible for completing traffic analysis, developing conceptual design, sections of the environmental document, and preparation of plans, specifications and estimates (PS&E) related to pavement delineation, signing, traffic signals, and enhancements to pedestrian facilities.

Webster Street SMART Corridor, Alameda County, CA, Alameda County Congestion Management Agency, 2009-2015, \$400K: As

Principal-In-Charge, assisted in coordinating signals along Webster Street/Pacific Avenues and signal modifications at five intersections as part of improvements in accessing the Posey and Webster Tubes, the two parallel underwater tunnels connecting the cities of Oakland and Alameda. Future development and redevelopment plans along the western estuary and within the cities of Alameda and Oakland will significantly increase traffic demand in tunnels, which have already experienced significant traffic congestion that backs up into both Alameda and Oakland.

South County Corridor Study, Stanislaus County, CA, T.Y. Lin International, 2014-2016, \$80K: Principal-In-Charge assisting with feasibility study evaluating the existing conditions and future conditions for various alternatives. TJKM developed forecasts for several alternatives and helped to evaluate rating criteria.

Seaside 2040 General Plan, Seaside, CA Raimi & Associates, Inc., 2016-2017, \$160K: Principal-In-Charge for the Circulation Element update. Following project initiation in early 2016, initial tasks include preparation of an existing conditions report that describes existing multimodal transportation conditions including motor vehicle traffic operations, bicycle and pedestrian circulation, and transit travel. Upcoming tasks include identification of transportation focus areas, conceptual planning for multimodal improvement options, travel demand modeling for land use and circulation network alternatives and revisions to performance indicators, and preparation of the updated Circulation Element.

Proposed Dialysis Center, Alameda County, CA, 2015-Ongoing, MPVCA Castro Valley LLC, \$4K: Project Manager for a study to determine traffic operations, sight distance, and parking needs for a proposed dialysis center in Castro Valley. TJKM performed traffic counts and determined traffic flow would not deteriorate to the degree that would

warrant traffic signals at the study intersection. TJKM did recommend removing some parking spots from the street to improve sight distance but offered recommendations to allow parking elsewhere nearby, reducing the net loss of street parking spots.

On-Call Traffic Engineering Services, Tracy, CA, City of Tracy, 2014-Ongoing, \$600K: Principal-In-Charge responsible for overseeing the completion of traffic impact analyses for various proposed projects in the City, including a medical center, Montessori elementary school, and housing developments. Tasks include, but are not limited to, project management, stakeholder coordination, collecting traffic counts, trip generation and distribution, Level of Service (LOS) calculations, traffic operations, and intersection configurations. TJKM will coordinate project meetings at various stages of the project, as needed.

Tracy Hills On-Call Traffic Engineering Services, Tracy, CA, AKT Development Corporation, 2011-Ongoing, \$4K: Project Manager of projects for a developer, including the review of the City's draft roadway and transportation master plan. TJKM has also served as an on-call consultant to the City of Tracy since 2014 and has conducted traffic impact analysis for various proposed projects in the City, including a medical center, housing developments, and Montessori elementary school. Tasks include, but are not limited to, project management, stakeholder coordination, collecting traffic counts, trip generation and distribution, LOS calculations, traffic operations, and intersection configurations. TJKM will coordinate project meetings at various stages of the project, as needed.



AREAS OF EXPERTISE

- Traffic Operations
- Signal Coordination
- Data Collection
- Level of Service Analysis
- Traffic Impact Studies

YEARS OF EXPERIENCE

4

PROFESSIONAL HISTORY

TJKM 2013 – Present

EDUCATION

MS Civil & Environmental Engineering (Specialization in Transportation Engineering),
Rutgers, the State University of New Jersey

BE Civil Engineering,
Sardar Patel College of Engineering
Mumbai, India

Ms. Shrivastava has four years of experience in the area of transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects such as LOS and Collision analyses, performing travel time runs, data collection, field surveys, the development of micro-simulation traffic models, and preparation of reports related to signal coordination projects. She has also worked on traffic impact study projects. She has experience with a variety of software packages including Synchro 8, SimTraffic 8, Traffix and HCS.

Shruti Shrivastava

TRANSPORTATION ENGINEER

Project Role: Project Manager

Project Experience

Golden State Boulevard/Golf Road/Berkeley Avenue Intersection Improvement, Stanislaus, CA, Drake Haglan & Associates, 2015-Ongoing, \$115K: Assistant Traffic Engineer on traffic signalization project in which TJKM already conducted extensive field review of the location, which was supplemented with traffic volume data. TJKM will analyze and compare potential solutions, including traffic signals and a roundabout, and make a recommendation based on quantifiable operations.

I-80/Gilman Street Interchange Improvement PA/ED Project, Alameda County, Alameda County Transportation Commission, 2015-2017, \$177K: Project Engineer on project to simplify and improve navigation, mobility and traffic operations, reduce congestion, vehicle queues and conflicts, improve local and regional bicycle connections and pedestrian facilities, and improve safety at the I-80/Gilman Street interchange. Under existing conditions, the I-80 ramp terminal intersections at Gilman Street are stop-control intersections. In order to improve traffic operation at the Gilman Street interchange, roundabout was proposed to replace stop-control. TJKM evaluated the intersections under existing, opening year (2020) and design year (2040) scenarios. Additionally TJKM

evaluated potential lane geometry and traffic control modifications to improve operations at the ramp intersections and adjacent intersections along Gilman Street.

Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos, CA, Town of Los Altos, 2016-2017, \$60K: Transportation Engineer for the Traffic Circulation and Parking Study for Loyola Corners in the City of Los Altos. The project included evaluating existing parking, vehicular, pedestrian and bicycle facilities, recommending alternatives and analyzing traffic operations to improve vehicular, pedestrian and bicycle circulation within the study area. It also included evaluating the vehicular LOS and delay for the alternatives and the bicycle and pedestrian level of stress for existing conditions and each of the alternatives recommended.

Sperry Avenue at I-5 Interchange, Stanislaus County, CA, NCM Engineering, 2014-2016, \$104K: Assistant Traffic Engineer assisting with analysis of three development alternatives to facilitate discussions with Caltrans to improve freeway interchange. TJKM collected and used traffic volume data collected previously to interpolate and estimate potential traffic at the intersection, adjusting for changes in plans for nearby development.



Project Evaluation for LAVTA/Dublin TPI/NGAOP Project, Dublin, CA

2017-Ongoing, \$60K: Task Leader assisting MTC in conducting a comprehensive evaluation of the LAVTA/Dublin Transit Performance Initiative (TPI)/Next Generation Arterial Operations Program (NGAOP) project which involved adaptive traffic control system, transit signal priority (TSP), bus queue jump (QJ), bicycle detection, and transit real-time passenger information system. The outcome of the evaluation assisted MTC and other stakeholders in understanding the benefits of this pilot project and provided guidance on the readiness and potential scalability of this type of projects in the region. The evaluation was comprehensive in its nature, covering not only travel time, speed and delay, but also other performance measures such as travel time reliability, vehicle throughput, queue length, fuel consumption and emissions, TSP activations, QJ activations, transit travel time and reliability, transit schedule adherence, transit ridership, and pedestrian delay. It also included a thorough benefit/cost (B/C) analysis to calculate the B/C ratio, taking into consideration the benefits of the system, initial investment, staff time spent during deployment/implementation phase, and ongoing system operations and maintenance (O&M) costs. The impact on agency resources, such as agency staff resource needs, training, ease of use, and number of public complaints, were also evaluated.

Shoreline Boulevard Transportation Corridor Study, Mountain View, CA, Nelson\Nygaard, 2013-2015, \$22K:

Assistant Traffic Engineer assisting in data collection, including peak hour turning movements, 24-hour traffic volumes, lane geometries, bicycle and pedestrian facilities, in addition to developing Synchro network for the project, utilizing data collected and evaluating level of service under existing and future conditions as well as analyzing proposed alternatives to ascertain the impacts at the study intersections. The project seeks to

design corridor alternatives that address key transportation needs for the Shoreline corridor and North Bayshore area, with particular attention on potential improvements to the local and regional transit system, and developments to benefit pedestrians and bicyclists. The effort includes gathering new input to confirm community desires for transit improvements and bicycle and pedestrian facilities. Alternatives may include exclusive transit lanes, transit signal priority and jump lanes, as well as narrowing traffic lane widths, buffered bike lanes, enhanced crossings for pedestrians and signal modifications. Multiple alternatives will be offered to include low-cost operational strategies as well as long-term, capital intensive projects.

Shoreline Boulevard Corridor Study, Mountain View, CA, Confidential Client, 2013-Ongoing, \$55K:

Assistant Traffic Engineer on study between US 101 southbound ramps and Charleston Road to analyze existing and future conditions and develop recommendations to improve the traffic operations along the study corridor. The existing traffic conditions and long-term goals for this corridor show a need to provide certain short-term alternatives to help relieve traffic congestion. Analyzed alternatives under existing and future conditions, assisted in developing conceptual plans, and developed the final project report to be submitted to the client.

San Benito Street Corridor Study, Hollister, CA, City of Hollister, 2014-2016, \$80K:

Assistant Traffic Engineer assisting in developing alternatives for the redesign and revitalization of San Benito Street in the City of Hollister from a complete streets perspective. Assists in fieldwork, analysis of study corridor for existing and future conditions, developing an evaluation criteria for the alternatives proposed and helps in preparation of draft study report for the project.

Webster Street SMART Corridor, Alameda County, CA, Alameda County Congestion Management Agency, 2009-2014, \$412K:

Assistant Traffic Engineer assisting since 2014 in coordinating signals along Webster Street/Pacific Avenues and signal modifications at five intersections as part of improvements in accessing the Posey and Webster Tubes, the two parallel underwater tunnels connecting the cities of Oakland and Alameda. TJKM implemented advanced signal system technology and Intelligent Transportation Systems (ITS) strategies to address traffic congestion, improve transit service, enhance emergency access, plan for the future proactively, provide better traveler information, and improve air quality.

Shoreline Boulevard Traffic Adaptive Signal System, Mountain View, CA, City of Mountain View, 2014-2016, \$98K:

Project Engineer. Tasks include data collection, before travel time runs, existing conditions baseline Synchro models, signal timing plan optimization, implementation and fine-tuning, after travel time runs, and preparation of a final report. TJKM was responsible for design improvements at 15 intersections along Shoreline Boulevard to install a fully adaptive traffic control system to improve traffic operations and safety by effectively increasing the capacity of the corridor with real-time optimized signal timing operations. Land uses along Shoreline Boulevard consist of commercial shopping centers, major employment centers, as well as the Shoreline Amphitheater and recreational areas in North Bayshore area. All of these land uses may result in a fluctuation of traffic volumes that can be accommodated by an adaptive traffic signal system. The TJKM Team developed the hardware and firmware requirements for installing and implementing the InSync Fusion adaptive signal system with communication from City Hall to the Shoreline Boulevard system and identify initial cost estimates for the identified improvements.



AREAS OF EXPERTISE

- Traffic Operations
- Traffic Handling
- Pavement Delineation
- Signage Plans

YEARS OF EXPERIENCE

10

REGISTRATION & CERTIFICATIONS

EIT Cert. #154117

PROFESSIONAL HISTORY

TJKM	2013 – Present
URS	2007 – 2012

EDUCATION

BS Civil Engineering
San Jose State University,
San Jose, CA - 2012

Mr. Patel has 10 years of professional experience in transportation/traffic engineering and design. He spent his first four years at URS interning for the Traffic Engineering group, providing support on traffic impact studies, highway operation analysis, signal coordination projects and highway design plans, specifications and estimates (PS&E) packages. Upon joining TJKM, Mr. Patel has worked on various electrical design projects which include street lighting, traffic signal, and intelligent transportation system design plans, as well as the preparation of traffic handling, signage, and striping plans.

While working at TJKM, Mr. Patel has travel and worked for various jurisdictions in the San Francisco Bay Area, Tri-Valley, Central Valley, and Northern California. As a result, Mr. Patel is very familiar with different jurisdictions standards and requirements which leads minimal plan check comments during the design phase. For all projects Mr. Patel has development project estimates, specifications to accompany the full plan set. He has met with clients for comment review meetings, assisted cities on answering contractor Requests for Information (RFI's) on design work and have met with them onsite to resolve any design questions.

Rutvij Patel, EIT

PROJECT MANAGER

Project Role: Concept Development Task Lead

Project Experience

Shoreline Boulevard Transportation Corridor Study, Mountain View, CA, Nelson\Nygaard, 2013-2015, \$22K:

Project Engineer on project, which seeks to design corridor alternatives that address key transportation needs for the Shoreline corridor and North Bayshore area, with particular attention to potential improvements to the local and regional transit system, and developments to benefit pedestrians and bicyclists. The effort includes gathering new input to confirm community desires for transit improvements and bicycle and pedestrian facilities. Alternatives may include exclusive transit lanes, transit signal priority and jump lanes, as well as narrowing traffic lane widths, buffered bike lanes, enhanced crossings for pedestrians, and signal modifications. Multiple alternatives will be offered to include low-cost operational strategies as well as long-term capital-intensive projects. Evaluating those alternatives will require the development of criteria that will incorporate not just the technical merits of each option, but

also the level of community support, connectivity and accessibility, transit ridership, bicycle and pedestrian activity, compatibility with land use and urban design, and funding potential.

Charleston-Arastradero Corridor Project, Palo Alto, CA, Mark Thomas & Co., 2014-2016, \$260K:

Project Engineer on project for corridor serving multimodal users including bicycles, vehicles, transit, and the general public from 11 schools and adjacent neighborhoods. Goals include improving pedestrian and bicycle safety, reducing traffic congestion, and reducing vehicular speeds. Community workshops will be conducted to gain public input on design alternatives. TJKM is responsible for completing traffic analysis, developing conceptual design, sections of the environmental document, and preparation of PS&E related to pavement delineation, signing, traffic signals, and enhancements of pedestrian facilities.



**California Street/Escuela Avenue
Complete Streets Feasibility Study,
Mountain View, CA,
Nelson\Nygaard, 2014-2016, \$59K:**

Project Engineer responsible for the traffic operations of the Escuela Avenue, California Street, and Shoreline Boulevard (south of Montecito Avenue) Complete Street Study Project. TJKM's role includes review of the existing and ongoing planning documents (2030 General Plan and San Antonio Precise Plan), preparation of traffic data collection based on gaps in the existing data, community outreach, and the collection of traffic data. TJKM is also doing analysis of existing data and alternatives, developed by Nelson\Nygaard, using traffic operations software (Synchro) and documentation of the operational results of the Existing Conditions and Final reports.

**San Benito Street Corridor Study,
Hollister, CA, City of Hollister, 2014-
2016, \$80K:**

Project Engineer for project to redesign traffic patterns as part of Downtown Strategic Plan. The Strategic Plan calls for a design consisting of reduced through lanes, and a center lane for turning, to enhance downtown land uses and enhance traffic safety for vehicles, pedestrian, and bicyclists along the corridor. The goal of this project is to develop an implementation plan with base maps to guide the City in the implementation of improvements in an orderly manner. The study also needs to evaluate the feasibility of constructing a roundabout at the intersection of Gateway Drive/San Felipe.

**I-580 Eastbound Express Lane
Project, Alameda County, CA, 2010-
2011:**

Project Engineer assisted in conducting traffic operational analysis to evaluate the feasibility of the HOV/HOT lane, and preparation of Project Study Report/Project Report. The project proposed to convert a portion of the eastbound I-580 HOV lane into a combined HOV/HOT lane. The project involved evaluation of traffic operations, alternatives,

developing conceptual striping and signing plans, identifying and approval of design exceptions, environmental clearance, development of plans, specifications and estimate (PS&E) and stage construction plans. The project traffic operational analysis addressed existing, Year 2015 and Year 2030 conditions.

**I-580 Eastbound Double HOV/HOT
Lane Project, Alameda County, CA:**

Assisted in conducting traffic operational analysis to evaluate the feasibility of the HOV/HOT Lane, and preparation of Project Study Report/Project Report. The project proposed to convert a portion of the eastbound 580 HOV lane into a combined HOV/HOT lane. The project involved evaluation of traffic operations, alternatives, development of conceptual striping and signing plans, identifying and approval of design exceptions, environmental clearance, development of PS&E for traffic handling, pavement delineation, roadway and overhead sign plans. The project traffic operational analysis addressed existing, Year 2015 and Year 2030 conditions.

**SR 85/US 101 Express Lane Project,
Santa Clara County, CA, Valley
Transportation Authority, 2010:**

Project Engineer responsible for conducting traffic operational analysis to evaluate the feasibility of the HOV/HOT Lane, and preparation of Project Study Report/Project Report. The project proposes to convert the existing HOV lanes along SR 85 and US 101 into an express lane from Morgan Hill to the San Mateo County line in both directions. The project involved feasibility of express lanes, intermediate access points, evaluation of traffic operations, alternatives, developing conceptual striping and signing plans, identifying and approval of design exceptions, environmental clearance, development of PS&E and stage construction plans. The project traffic operational analysis addressed existing, Year 2015 and Year 2035 conditions.



AREAS OF EXPERTISE

- Transportation Planning
- Transit Service
- Traffic Impact Studies
- Parking Operation
- Parking Studies

YEARS OF EXPERIENCE

3

REGISTRATION & CERTIFICATIONS

CA 601 Professional Transportation Planner

PROFESSIONAL HISTORY

TJKM 2015–Present
 Los Angeles World Airports,
 City of Los Angeles 2014 – 2015

EDUCATION

MS Transportation Planning,
 University of Southern
 California, Los Angeles
 MS Financial Engineering,
 University of Michigan, Ann
 Arbor
 BS Mathematics,
 Fu Jen University, Taipei

Mr. Lin is a transportation planner at TJKM with three years of professional experience in the field of parking study, parking operation, transportation planning, transit planning, pedestrian and bicycle studies. Prior to joining TJKM, he served as a transportation analyst intern at the Los Angeles World Airports, assisting in the development and implementation of major parking projects and capital improvement programs.

Ian Lin, PTP

TRANSPORTATION PLANNER

Project Role: Data Collection Task Lead

Project Experience

Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos, CA, Town of Los Altos, 2016–2017, \$60K:

Project Planner for the Traffic Circulation and Parking Study for Loyola Corners in the City of Los Altos. The project included evaluating existing parking, vehicular, pedestrian and bicycle facilities, recommending alternatives and analyzing traffic operations to improve vehicular, pedestrian and bicycle circulation within the study area. It also included evaluating the vehicular LOS and delay for the alternatives and the bicycle and pedestrian level of stress for existing conditions and each of the alternatives recommended.

Project Evaluation for LAVTA/Dublin TPI/NGAOP Project, Dublin, CA 2017–Ongoing, \$60K:

Project Planner assisting MTC in conducting a comprehensive evaluation of the LAVTA/Dublin Transit Performance Initiative (TPI)/Next Generation Arterial Operations Program (NGAOP) project which involved adaptive traffic control system, transit signal priority (TSP), bus queue jump (QJ), bicycle detection, and transit real-time passenger information system. The outcome of the evaluation assisted MTC and other stakeholders in understanding the benefits of this pilot project and provided guidance on the readiness and potential scalability of this type of projects in the region. The evaluation was comprehensive in its nature, covering not only travel time

speed and delay, but also other performance measures such as travel time reliability, vehicle throughput, queue length, fuel consumption and emissions, TSP activations, QJ activations, transit travel time and reliability, transit schedule adherence, transit ridership, and pedestrian delay. It also included a thorough benefit/cost (B/C) analysis to calculate the B/C ratio, taking into consideration the benefits of the system, initial investment, staff time spent during deployment/implementation phase, and ongoing system operations and maintenance (O&M) costs. The impact on agency resources, such as agency staff resource needs, training, ease of use, and number of public complaints, were also evaluated.

Hollister Avenue Complete Streets Study, Goleta, CA, City of Goleta, 2016–Ongoing, \$266K:

Project Planner on project to assist the City of Goleta in undertaking development of a Complete Streets Corridor Plan along Hollister Avenue to prioritize and enhance safety, access, and mobility for all modes of transportation. Key goals are quality of life enhancements along the corridor and development an economically sustainable corridor. The Corridor Plan will also identify improvements necessary for adjacent and connecting streets and interchanges as applicable. The City will engage and partner with local communities, residents, and stakeholders inclusive of neighboring jurisdictions and emergency response agencies in an intensive participatory planning process to develop and



address a Complete Streets plan with context sensitive solutions for sustainability that responds to both local and regional needs.

Bascom Corridor Complete Streets Study, San Jose & Campbell, CA, Santa Clara Valley Transportation Authority (VTA), 2017-Ongoing, \$102K: Project Planner on project to develop complete streets design and multimodal operational solutions. VTA bus routes 61 and 62 serve the corridor. The study includes evaluation of transit travel times and transit access.

Multimodal Improvement Plan, Mountain View, CA, City of Mountain View, 2015-2016, \$220K: Project Planner for conducting comprehensive analyses on intersections and roadway segments, identifying deficient intersections and roadway segments for pedestrian and bicycle facilities, and seeking feasible solutions to enhance long-term pedestrian and bicycle connectivity and safety. Tasks also included the development of a deficiency plan in compliance with Santa Clara County requirements; research and consolidation of planned multimodal policy guidelines, design standards, projects, with customized pedestrian and bicycle solutions that best suit the need for a sustainable and safe Citywide walking and bicycling experience.

Rossmoor Pedestrian Safety Evaluation, Walnut Creek, CA, Golden Rain Foundation of Walnut Creek, 2016-2017, \$33K: Project Planner on project to provide traffic engineering consulting services on a project to conduct pedestrian and vehicle safety study for a senior housing complex. Primary goals were to make Rossmoor a safer environment for pedestrians, golf cart users, and motorists. Scope of work included: field review of existing conditions and deficiencies on crosswalks, sidewalks, driveways, parking lots, pedestrian connectivity. The Team identified solutions to improve traffic and pedestrian safety and circulation.

Comprehensive Pedestrian & Bicycle Master Plan, Belmont, CA, City of Belmont, 2015-2016, \$67K: Project Engineer on project to assess existing conditions, with emphasis on areas containing schools and major thoroughfares, perform public outreach and analyze needs for improvement. The project required development of a Comprehensive Pedestrian and Bicycle Plan to be consistent with the adopted Complete Streets Policy, a Safe Routes to School study, congestion management plan, and countywide bicycle and pedestrian plan, as well as determine where improvements should be made in future years.



AREAS OF EXPERTISE

- Transportation Planning
- Construction Management
- Corridor Studies
- Complete Streets
- Traffic Signal Systems

YEARS OF EXPERIENCE

3

PROFESSIONAL HISTORY

TJKM	2014–Present
Larsen & Toubro Ltd.	2011– 2012
Simplex Infrastructure Pvt. Ltd.	2010 – 2011

EDUCATION

MS Civil Engineering,	
University of Akron, OH	
BS Civil Engineering,	
Pune University, India	

Mr. Paparaju has more than three years of professional experience in the areas of professional experience in the areas of traffic operations, signal coordination, traffic impact studies, bridge design, and construction oversight.

Sandeep Paparaju

TRANSPORTATION ENGINEER

Project Role: Operational Analysis Task Lead

Project Experience

I-80/Gilman Street Interchange Improvement PA/ED Project, Alameda County, Alameda County Transportation Commission, 2015-2017, \$177K: Project Engineer on project to simplify and improve navigation, mobility and traffic operations, reduce congestion, vehicle queues and conflicts, improve local and regional bicycle connections and pedestrian facilities, and improve safety at the I-80/Gilman Street interchange. Under existing conditions, the I-80 ramp terminal intersections at Gilman Street are stop-control intersections. In order to improve traffic operation at the Gilman Street interchange, roundabout was proposed to replace stop-control. TJKM evaluated the intersections under existing, opening year (2020) and design year (2040) scenarios. Additionally TJKM evaluated potential lane geometry and traffic control modifications to improve operations at the ramp intersections and adjacent intersections along Gilman Street.

South County Corridor Study, Stanislaus County, CA, T.Y. Lin International, 2014-Ongoing, \$80K:

Traffic Engineer assisting with feasibility study evaluating the existing conditions and future conditions for various alternatives. TJKM offers intersection control and geometric recommendations, bicycle and pedestrian accommodations, and potential bus stop locations.

Rengstorff Avenue Signal

Coordination & Corridor Study, Mountain View, CA, Confidential Client, 2014-Ongoing, \$143K: Traffic Engineer assisting with collection of traffic volumes and conducting travel time runs to develop, implement and fine-tune optimized signal timing plans along Rengstorff Avenue. The project also entails an operational analysis along Rengstorff Avenue between Charleston Road and US 101 ramps.

California Street/Escuela Avenue Complete Street Feasibility Study, Mountain View, CA, Nelson\Nygaard, 2014-2016, \$59K: Project Engineer assisting with traffic analysis. TJKM's role includes review of the existing and ongoing planning documents (2030 General Plan and San Antonio Precise Plan), preparation of traffic data collection based on gaps in the existing data and community outreach. TJKM is also doing analysis of the existing data and alternatives developed by Nelson\Nygaard using traffic operations software (Synchro) and documentation of the operational results of the Existing Conditions report and Final Report.

Metropolitan Transportation Commission (MTC) Program for Arterial System Synchronization (PASS), Multiple San Francisco Bay Area Jurisdictions, CA, MTC, 2014-2015, \$223K: Project Engineer assisted with updating existing signal timing plans to achieve operational efficiency of the traffic signals, reduce traffic congestion, traffic delays, emission of harmful greenhouse gases, automobile and transit travel time along the study corridors, and improve traffic safety.



Assisted in the development of existing conditions synchro models, assisted in field surveys, "before" travel time runs along study corridors using Tru-Traffic software, analyzed field data and prepared existing conditions report.

MTC PASS 2014-2015 Cycle, Concord, CA, MTC, 2014-Ongoing, \$123K:

Project Engineer responsible for data collection, including existing data, evaluation of existing conditions, development of peak period optimized signal timing plans and implementation and fine-tuning. Project elements include extensive data collection, before and after studies for vehicular traffic and transit vehicles, development of optimized timing plans, implementation and fine-tuning.

MTC PASS 2014-2015 Cycle, San Ramon, CA, MTC, 2014-Ongoing, \$99K:

Project Engineer assisting with data collection, including existing data, evaluation of existing conditions, development of peak period optimized signal timing plans and implementation and fine-tuning. Project elements included extensive data collection, before and after studies for vehicular traffic and transit vehicles, development of optimized timing plans, implementation and fine-tuning.

Fair Oaks/Howe Signal Modification, Sacramento, CA, Blair Church & Flynn, 2014-Ongoing, \$69K: Project Engineer assisting in signal design concept related to construction on a CVS Pharmacy.

Cypress Avenue Signal Coordination, Redding, CA, City of Redding, 2014-Ongoing, \$40K: Project Engineer assisting in data collection, analysis and development of optimized signal timing plans.

Implementation & Fine-tuning of Signal Timing Plan on Buskirk Avenue, Pleasant Hill, CA, T.Y. Lin International, 2014-Ongoing, \$13K: Traffic Engineer on project entailing data collection and field observations on five intersections to minimize travel times, and improve pedestrian and bicycle safety.

On-Call Traffic Engineering Services, Tracy, CA, City of Tracy, 2014-Ongoing, \$600K:

Project Engineer assisting with traffic impact analyses for various proposed projects, including a medical center, Montessori elementary school, and housing developments. Tasks include, but not limited to, project management, stakeholder coordination, collecting traffic counts, trip generation and distribution, level of service calculations, traffic operations, and intersection configurations. TJKM will coordinate project meetings at various stages of the project, as needed.



AREAS OF EXPERTISE

- Signal Coordination
- Traffic Impact Studies
- Transportation Planning
- Intelligent Transportation Systems
- Data Collection
- Level of Service Analysis

YEARS OF EXPERIENCE

11

PROFESSIONAL HISTORY

TJKM	2015–Present
SLS TTIC Pvt. Ltd., India	2006 – 2013

EDUCATION

Master of Technology
(Specialization in Transportation
Engineering),
Jawaharlal Nehru
University, Hyderabad, India
BE Civil Engineering,
Vasavi College of Engineering
Hyderabad, India

Ms. Praveena has 11 years of experience in the area of transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects such as LOS and Collision analyses, performing travel time runs, data collection, field surveys, and preparation of reports related to signal coordination projects. She has also worked on traffic impact study (TIS) projects, Comprehensive Traffic & Transportation studies, and Feasibility studies in India. She has experience with a variety of software packages, including Synchro 8, SimTraffic 8, and Traffix.

Praveena Samaleti

ASSISTANT TRANSPORTATION PLANNER

Project Role: Project Planner

Project Experience

Feasibility Study for Circulation Improvements at Loyola Corners, Los Altos, CA, Town of Los Altos, 2016-2017, \$60K: Project Engineer for the Traffic Circulation and Parking Study for Loyola Corners in the City of Los Altos. The project included evaluating existing parking, vehicular, pedestrian and bicycle facilities, recommending alternatives and analyzing traffic operations to improve vehicular, pedestrian and bicycle circulation within the study area. It also included evaluating the vehicular LOS and delay for the alternatives and the bicycle and pedestrian level of stress for existing conditions and each of the alternatives recommended.

Sperry Avenue at I-5 Interchange, Stanislaus County, CA, NCM Engineering, 2014-2016, \$104K: As Project Engineer, assisted in, as part of analysis of, development alternatives. TJKM collected and used traffic volume data collected previously to interpolate and estimate potential traffic at the intersection, adjusting for changes in plans for nearby development.

Shoreline Boulevard Traffic Adaptive Signal System, Mountain View, CA, City of Mountain View, 2015-2016, \$98K: Project Engineer. Assisted in development of Synchro network, "Before" Travel Time Runs analysis for the study corridor, preparation of

proposed yellow, flash don't walk and minimum green times. The goal of the project is to improve traffic operations along the Shoreline Boulevard by reducing the delay experienced by the users of the corridor. City staff has selected the InSync system from Rhythm Engineering for the adaptive traffic control system.

Metropolitan Transportation Commission (MTC) Program for Arterial System Synchronization (PASS) 2016-2017 Cycle, Oakley, Antioch, San Mateo, & Santa Rosa, CA, MTC, 2016-Ongoing, \$250K: Assisted in development of existing conditions Synchro models, assisted in field surveys, "Before" Travel Time Runs along study corridors using TruTraffic software, and analyses of field data and preparation of existing conditions report. The goal of this project is to facilitate traffic progression along study corridors and to update the signal timing plans to achieve operational efficiency of the traffic signals with the existing capacity constraints. Attaining this goal is expected to reduce traffic congestion, reduce traffic delays, reduce the emission of harmful greenhouse gases, reduce automobile and transit travel time along the study corridors, and improve traffic safety.

East 14th Streetscape Project, Alameda County 2017-Ongoing, \$160K: Project Engineer. Assisted in Traffic analysis, development of



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existing conditions & existing with project conditions Synchro models, and analyses of traffic data, collision data and preparation of technical memorandum.

Metropolitan Transportation Commission (MTC) Program for Arterial System Synchronization (PASS) 2015-2016 Cycle, Oakley, South San Francisco, & Napa, CA, MTC, 2015-2016-, \$150K: Project Engineer. Assisted in development of existing conditions Synchro models, assisted in field surveys, "Before" Travel Time Runs along study corridors using TruTraffic software, and analyses of field data and preparation of existing conditions report. The goal of this project is to facilitate traffic progression along study corridors and to update the signal timing plans to achieve operational efficiency of the traffic signals with the existing capacity constraints. Attaining this goal is expected to reduce traffic congestion, reduce traffic delays, reduce the emission of harmful greenhouse gases, reduce automobile and transit travel time along the study corridors, and improve traffic safety.

Cypress Avenue Signal Coordination, Redding, CA, City of Redding Public Works, 2015-2016, \$39K: Project Engineer assisted in "Before" Travel Time Runs analysis for the study corridor.



AREAS OF EXPERTISE

- Traffic Handling
- Pavement Delineation
- Signage Plans
- Traffic Signal Design

YEARS OF EXPERIENCE

2

PROFESSIONAL HISTORY

TJKM 2016 – Present

EDUCATION

BS Civil Engineering
San Jose State University,
San Jose, CA

Mr. Dickinson has two year of professional experience in transportation engineering and design. He spent his first year interning for the design group at TJKM, providing support on signal design plans, traffic handling plans, striping plans, and estimate (PS&E) packages.

Andrew Dickinson

Assistant Transportation Engineer

Project Role: Project Engineer

Project Experience

Charleston-Arastradero Corridor Project, Palo Alto, CA, Mark Thomas & Co., 2014-2016, \$260K: Project Engineer for preparing Traffic Signal Modification plans for 11 locations. The project corridor serves multimodal users including bicycles, vehicles, transit, and the general public from 11 schools and adjacent neighborhoods. Goals include improving pedestrian and bicycle safety, reducing traffic congestion, and reducing vehicular speeds. TJKM is responsible for completing traffic analysis, developing conceptual design, sections of the environmental document, and preparation of PS&E related to pavement delineation, signing, traffic signals, and enhancements of pedestrian facilities.

Main Street & Cedar Way Traffic Signal & Street Lighting, Milpitas, CA, Ruggeri-Jensen-Azar, 2017-Ongoing, \$28K: Project Engineer assisted with preparation of traffic signal modifications, street lighting, signage and striping improvements for new develop adding a fourth leg to the intersection of Main Street and Cedar Way. The signal work involved demoing the existing signal and installing a new signal to account for the fourth leg added to the intersection. The project also involved installation of new decorative street lights along South Main Street, New Cedar Way, and Costa Street. TJKM prepared technical specifications and detailed engineers estimate to accompany plan set. Photometric

analysis was used to determine street lighting wattage and spacing adequacy.

Three HSIP Projects for West Leland Corridor Safety Improvements, Pittsburg, CA, City of Pittsburg, 2017-Ongoing, \$159K: Project Engineer on project to construct safety improvements on West Leland Road. The City received three Federal HSIP grants to fund these improvements, which will include high friction surface treatments, solar powered radar speed feedback warning signage, centerline rumble strips/stripes, pavement markers and markings, and traffic signal modifications to provide protected left-turn phasing at two intersections. The HSIP projects will also include intersection lane striping improvements at the intersections of Railroad Avenue/California Avenue and East Leland Road/Loveridge Road. The TJKM Team is responsible for developing Plans, Specifications, and Estimate (PS&E) as well as bidding support.

Madera County Signal Installation at Road 36 & Avenue 12 ½, Madera County, CA, County of Madera, 2016-Ongoing, \$54K: Project Engineer assisting with designing the signal installation and striping plans at the intersection of Road 36 and 12 ½ Avenue.

Traffic Signal Modernization Project, Oakley, CA, City of Oakley, \$39K: Prepared plans and estimates for signal modification at five locations which included installation of video



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detection systems and adjusting lane geometry.

Grant/Marten/Phyllis Intersection Improvements, Mountain View, CA, City of Mountain View, \$98K: Project Engineer helping in the preparation of Traffic Signal Modification, Signage and Striping, and Traffic Handling Plans for the city.

Pedestrian Crossing Improvements at Four Locations, Fremont, CA, City of Fremont, 2017-Ongoing, \$35K:

Task Lead on project to perform design services to install pedestrian improvements at four locations within the city of Fremont. The project plans to install flashing beacon system at four existing crosswalks at uncontrolled intersections, with the goal being to improve pedestrian safety. TJKM is the lead design team responsible for preparing the electrical plans for flashing beacon system installation. Along with electrical plans, TJKM is responsible for preparing signage and striping improvement plans to improve those respective elements as approaching the crosswalk. TJKM will prepare a full set of plans, specifications, and estimates for this project and assist the City with potholing new pole locations.

Maude Avenue Bike Lanes at SR 237, Mountain View, CA, City of Mountain View, 2016-Ongoing, \$14K:

Project Engineer assisting with designing the preparation of signal modification, signage and striping, and traffic handling plans for bicycle and pedestrian safety enhancements at the intersection of Maude Avenue and SR 237 ramps.

Pedestrian & Bicyclist Improvements along 1st Street, Gilroy, CA, City of Gilroy, 2017-Ongoing, \$15K:

Project Engineer assisting with designing the conceptual layouts and tech memo for the pedestrian and bicycle improvements throughout the 1st Street corridor.

Sunnyvale-Saratoga Road Traffic Signal, Bicycle & Pedestrian Safety Project, Sunnyvale, CA, City of Sunnyvale, 2016-Ongoing, \$113K:

Project Engineer assisting with designing the PS&E for bicycle and pedestrian safety enhancements at the intersection of Sunnyvale-Saratoga Road and Mathilda Avenue/Talisman intersections. The City is upgrading the curb ramps to be ADA compliant and modifying the existing median islands to square up the crosswalks and upgrade the traffic signal poles. TJKM was responsible for preparing the signal modification, signage and striping plans, and assisting the City with preparing E-76 forms and documentation and overseeing the NEPA clearance documentation.

City of Ukiah

Fee Proposal for Traffic Analysis for Realignment of Talmage Road

Prepared by TJKM Transportation Consultants

ATTACHMENT #3

Task #	Task Description	PIC & QA/QC	Project Manager	Concept Development Task Lead	Data Collection Task Lead	Traffic Analysis Task Lead	Project Engineer	Project Engineer	Total Hours	Cost by Task	Other Direct Costs (ODC)	TJKM Total Labor Costs
		Chris Kinzel	Shruti Shrivastava	Rutvij Patel	Ian Lin	Sandeep Paparaju	Andrew Dickinson	Praveena Samaleti				
		\$ 81.61	\$ 40.57	\$ 50.28	\$ 36.06	\$ 37.10	\$ 30.70	\$ 32.37				
		\$ 198.53	\$ 98.69	\$ 122.31	\$ 87.72	\$ 90.25	\$ 74.68	\$ 78.74				
1	Project Management	1	16	8					25	\$ 2,756	\$ 300	\$ 3,056
2	Data Collection		4		4				8	\$ 746	\$ 2,500	\$ 3,246
3	Development of Conceptual Plans	1	4	16			40		61	\$ 5,538	\$ 175	\$ 5,713
4	Operational Analysis	2	12		16	16		24	70	\$ 6,319	\$ 100	\$ 6,419
5	Project Report	2	24			8		16	50	\$ 4,748	\$ 160	\$ 4,908
TOTAL		6	60	24	20	24	40	40	214	\$ 20,106	\$ 3,235	\$ 23,341

Note: Data Collection ODC is the cost to do the traffic counts



AGENDA SUMMARY REPORT

SUBJECT: Adoption of Resolution Identifying the 2018-19 Project Funded by SB 1: The Road Repair and Accountability Act; North State Street from 240 feet north of Low Gap Road to the Northern City Limits.

DEPARTMENT: Public Works

PREPARED BY: Rick Seanor

ATTACHMENTS:

[Attachment #1 Ukiah SB-1-2018-2019 Project-List-Resolution](#)

[Attachment #2 League of California Cities RMRA information](#)

Summary: The City Council will consider adopting a resolution to identify a street paving project (North State Street from 240 feet north of Low Gap Road to the northern City limits) which will utilize the Senate Bill 1, Road Maintenance Rehabilitation Account funds and approve the corresponding budget amendment.

Background: With the adoption of Senate Bill 1, the Road Repair and Accountability Act of 2017 (SB 1) into law, local agencies are required to submit a list of projects using the funding amount identified as the Road Maintenance Rehabilitation Account (RMRA). For the City of Ukiah, the estimated RMRA funding amount available for Fiscal Year 2018-2019 is \$270,911. As a condition to receive RMRA funding, cities are required to select a project through a City resolution (Attachment #1) and to submit a copy of the resolution to the California Transportation Commission by no later than May 1, 2018. Further detailed information on RMRA funding can be found in Attachment #2, an excerpt from the League of California Cities bulletin on transportation funding.

RECOMMENDED ACTION: Adopt resolution identifying the 2018-19 Project Funded by SB 1: The Road Repair and Accountability Act and approval of corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: \$270,911 (account still being set up)(RMRA funds) + \$64,214; 10000000.41250 (Measure Y funds)

FINANCING SOURCE: RMRA revenue authorized by Senate Bill 1 and Measure Y

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager; Tim Eriksen, Director of Public Works / City Engineer

Approved: _____


Sage Sangiacomo, City Manager

Discussion: City Staff reviewed the City's Pavement Management Program and identified a list of streets for asphalt concrete (AC) overlays to be constructed in 2018. Of the streets on this list, staff identified North State Street from 240 feet north of Low Gap Road to the northern City limits as the street section to be funded with RMRA funding. The estimated cost for a 2-inch AC overlay on this section of North State Street is \$335,125. This section was identified since its construction cost exceeds the current estimated RMRA funding amount. In the event the final RMRA amount increases, the City will still have a valid project which will be constructed with RMRA funding. Staff recommends the balance of funding for the North State Street AC overlay to be identified as Measure Y funds. The proposed RMRA project is one of the street segments identified in the 2018 Street Rehabilitation Project. The proposed RMRA project will be constructed in conjunction with the 2018 project for economy of scale. Staff recommends adoption of the attached resolution and approval of the corresponding budget amendment.

RESOLUTION NO. 2018-**RESOLUTION OF THE CITY OF UKIAH ADOPTING A PROJECT FOR FISCAL YEAR 2018-19 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Ukiah are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Ukiah must adopt a project proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Ukiah, will receive an estimated \$270,911 in RMRA funding in Fiscal Year 2018-19 from SB 1; and

WHEREAS, this is the second year in which the City of Ukiah is receiving SB 1 funding and will enable the City of Ukiah to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Ukiah used its Pavement Management System to identify the SB 1 project to ensure revenues are being used on the most high-priority and cost-effective project that also meets the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Ukiah maintain and rehabilitate a key street this year and with similar projects to follow in the future; and

WHEREAS, the 2016 California Statewide Local Streets and Roads Needs Assessment found that the City of Ukiah's streets and roads are in a "poor" condition and this revenue along with Measure "Y" street maintenance sales tax revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "fair" condition; and

WHEREAS, this SB 1 project and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Ukiah, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The fiscal year 2018-19 project planned to be funded with Road Maintenance and Rehabilitation Account revenues includes:

Description: AC overlay; Location: North State Street from 240 feet north of Low Gap Road to the northern City limits; Estimated Useful Life: 20 years; Anticipated Year of Construction: 2018

PASSED AND ADOPTED this 18th day of April, 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Kevin Doble, Mayor

ATTEST:

Kristine Lawler, City Clerk

(b) The research and planning for exclusive public mass transit guideways (and their related fixed facilities), the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.

(c) The construction and improvement of exclusive public mass transit guideways (and their related fixed facilities), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, the administrative costs necessarily incurred in the foregoing purposes, and the maintenance of the structures and the immediate right-of-way for the public mass transit guideways.

(d) The payment of principal and interest on voter-approved bonds issued for the purposes specified above.

Road Maintenance and Rehabilitation Account (RMRA)

Revenue Allocations – Streets & Highways Code Sec 2031 “RMRA”

The Road Repair and Accountability Act of 2017 (SB1 Beall) is a significant new investment in California’s transportation systems of about \$5.2 billion per year. The Act increases per gallon fuel excise taxes, diesel fuel sales taxes and vehicle registration taxes, stabilizes the problematic price-based fuel tax rates and provides for inflationary adjustments to rates in future years. The Act will more than double local streets and road funds allocated through the Highway Users Tax Account, allocating funds from new taxes through a new “Road Maintenance and Rehabilitation Account (RMRA).

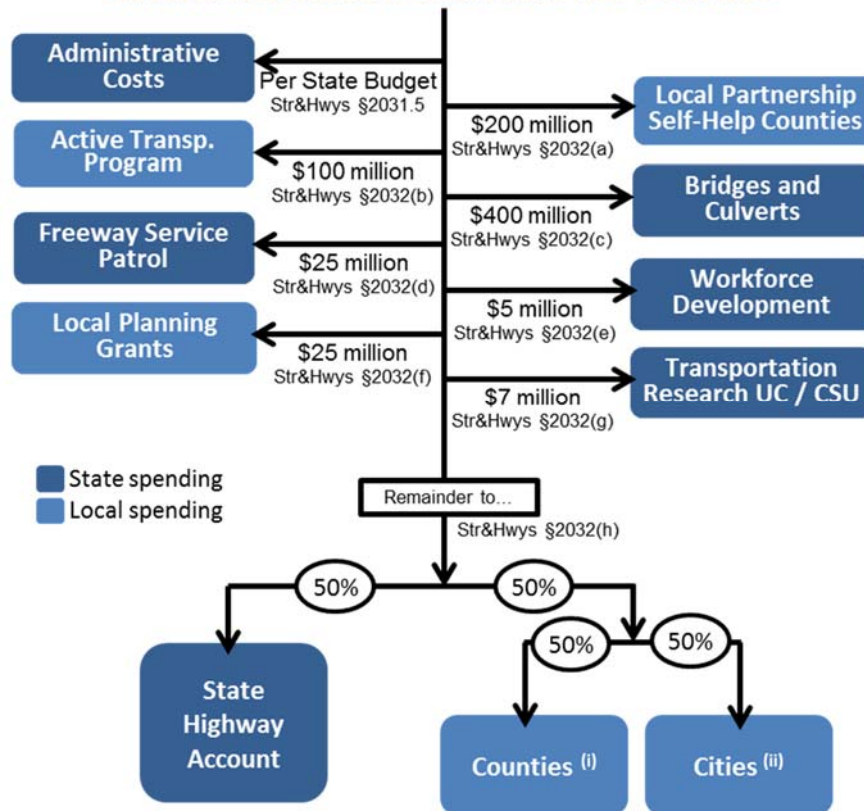
The RMRA receives funds⁴ from the following new taxes imposed under the Road Repair and Accountability Act of 2017:

- A 12 cent per gallon increase to the gasoline excise tax effective November 1, 2017.
- A 20 cent per gallon increase to the diesel fuel excise tax effective November 1, 2017, half of which will be allocated to Trade Corridors Enhancement Account (TCEA) with the remaining half to the RMRA.
- A new vehicle registration tax called the “transportation improvement fee,” effective January 1, 2018, based on the market value of the vehicle.
- An additional new \$100 vehicle registration tax on zero emission vehicles model year 2020 and later effective July 1, 2020.
- Annual rate increases to these taxes beginning July 1, 2020 (July 1, 2021 for the ZEV fee), and every July 1 thereafter for the change in the California Consumer Price Index. The first adjustment to be made on July 1, 2020 will cover CPI change for two years: November 1, 2017 through November 12, 2019.

Transportation Improvement Fee	
(Vehicle Registration Tax)	
SB1 (2017) Rev&Tax §11050	
Vehicle Value	Fee
Under \$5,000.....	\$25
\$5,000-\$24,999.....	\$50
\$25,000-\$34,999.....	\$100
\$35,000-\$59,999.....	\$150
\$60,000 and over.....	\$175

⁴ In addition, funds from a 4 percent increase in the diesel sales tax to 5.75 percent from the prior 1.75 percent effective November 1, 2017 are allocated to the Public Transportation Account.

Allocation of Road Maintenance and Rehabilitation Account Revenues



(i) County apportionments are based on numbers of registered vehicles and county road mileage.
(ii) City apportionments are based on population.

Use of Funds: RMRA [Streets and Highways Code Section 2030]

The use of RMRA local streets and roads funds is similar but, not identical, to HUTA use rules. Pursuant to Streets and Highways Code Section 2030, RMRA local streets and roads allocations must be used for projects “that include, but are not limited to,” the following

- Road maintenance and rehabilitation
- Safety projects
- Railroad grade separations
- Traffic control devices
- Complete street components, “including active transportation purposes, pedestrian and bicycle safety projects, transit facilities, and drainage and storm-water capture projects in conjunction with any other allowable project.”

RMRA funds may also be used to satisfy a match requirement in order to obtain state or federal funds for eligible projects.

SB1 also contains non-obligatory intent language regarding the use of funds. “To the extent possible and cost effective,” cities and counties are to use a use:

- advanced recycling techniques that reduce greenhouse gas emissions;
- automotive technologies, ZEV fueling, infrastructure-to-vehicle;
- communications autonomous vehicle systems;
- resiliency re climate change, fires, floods, sea level rise; and
- complete street elements, access for bicycles, pedestrians.

If a city or county has an average Pavement Condition Index that meets or exceeds 80, the city or county may spend its RMRA funds on transportation priorities other than these. [Streets and Highways Code Sec 2037]

Maintenance of Effort: RMRA [Streets and Highways Code Sec 2036]

The Road Repair and Accountability Act contains a local agency maintenance of effort (MOE) requirement that applies to funds allocated through the RMRA. The Act states that the MOE requirement is to ensure that these new roads funds do not supplant existing levels of city and county general revenue spending on streets and roads. The MOE for the receipt of RMRA funds state that a city or county must maintain general fund spending for street, road, and highway purposes at no less than average of 2009–10, 2010–11, and 2011–12 years. In making this calculation an agency may exclude one-time funds. A city or county that fails to comply in a particular year may make it up with in additional expenditures in the following year.

The Act provides that the State Controller may perform audits to ensure compliance with these MOE rules. If the State Controller determines that a city or county has not met it's MOE, the agency will be required to reimburse the state for the funds it received during that fiscal year. However, a city or county that fails to comply in a particular fiscal year may expend during that fiscal year and the following fiscal year a total amount that is sufficient to comply. Any funds withheld or returned as a result of a failure to comply will be reapportioned to the other counties and cities whose expenditures are in compliance.

For further guidance, see the State Controller's "*Guidelines Relating to Gas Tax Expenditures For Cities and Counties*" which we expect to be updated soon to deal with the new accountability provisions of the Road Repair and Accountability Act.

Spending Plans and Reports: RMRA [Streets and Highways Code Sec 2034]

The Road Repair and Accountability Act stipulates that, prior to receiving RMRA funds in a fiscal year, a city or county must submit to the California Transportation Commission (CTC) a project list pursuant to an adopted budget. The list must include for each project: description, location, schedule, useful life. [Streets and Highways Code Sec 2034(a)]

The Road Repair and Accountability Act also requires that a city or county submit to the CTC an annual report of project completion in order to receive RMRA funds. The report must include descriptions of all projects for which RMRA funds were expended including: description, location, funds expended, completion date, estimated useful life of the project.

We expect the CTC and State Controller to issue guidelines for these annual project lists and annual reports this summer 2017. The first disbursement of RMRA funds is not expected before December 2017.

There are no additional use or reporting requirements on Highway Users Tax Account funds (Streets and Highways Code Sec 2103-2107) or on the three year transportation loan repayment funds.



AGENDA SUMMARY REPORT

SUBJECT: City Council to consider approving one Landmark Tree nomination, a Giant Sequoia located at Observatory Park for Landmark Tree Status.

DEPARTMENT: Community Services

PREPARED BY: Tami Bartolomei

ATTACHMENTS:

[Attachment 1 - Landmark Tree Nomination](#)

Summary: Staff and the Tree Advisory Group is recommending City Council approve adopting one Landmark Tree nomination, a Giant Sequoia located at Observatory Park for Landmark Tree Status.

Background: In December of 2008, a group of concerned citizens requested that the City Council consider drafting and adopting a tree preservation ordinance. The City Council determined that a citizen advisory committee should be formed to explore alternate approaches to tree preservation that would not require substantial amounts of staff time and ongoing costs. In Early 2009, a citizen advisory committee was formed and named the Tree Advisory Group. The direction from City Council was to address tree preservation issues and advise on tree policy/guidelines and care/maintenance. In December 2010 the Tree Management Guidelines were adopted along with future goals for the advisory group which included: updating the City Master Tree List, creating a Landmark Tree Program and improving education and outreach. The Tree Advisory Group is a completely open and voluntary committee consisting of horticulture/tree professional, interested community members and City Staff representatives.

RECOMMENDED ACTION: Staff and the Tree Advisory Group are recommending City Council approve adopting one Landmark Tree nomination, a Giant Sequoia located at Observatory Park for Landmark Tree Status.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

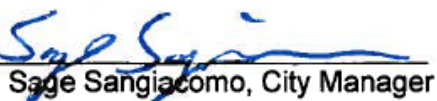
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: The Tree Advisory Group

Approved:


Sage Sangiacomo, City Manager

Discussion: In 2012 the Tree Advisory Group created a Landmark Tree Program that provides the City with a method to recognize noteworthy trees on public property and provide an opportunity for private property owners to participate on a voluntary basis. Landmark trees must have one or more of the following characteristics: outstanding specimens; the largest or oldest in the city; historic interest; distinctive form; aesthetic appeal; and/or environmental value.

The current nomination is for a Giant Sequoia tree located at Observatory Park (Attachment 1). The Sequoia Oak Tree is estimated to be close to 80 years old. Two of the photos included with the nomination were found in the Observatory Historical pages that date the tree back as far back as 1941. The significance of this tree is because it is an unusual specimen as there are very few in our area and it is located at a historical site.

Staff and the Tree Advisory Group are recommending that the City Council adopt the Giant Sequoia tree located at Observatory Park as a Landmark tree.

City of Ukiah



ATTACHMENT 1

Tree Advisory Group

Landmark Tree Program

The Landmark Tree Program was created by the Tree Advisory Group of the City of Ukiah to identify remarkable trees within Ukiah.

The program accepts trees that are outstanding specimens; are the largest or oldest in the city; have historic interest; have distinctive form or aesthetic appeal; have environmental value.

The Landmark Tree Program includes specific trees within the city limits on public property but also extends to private property for owners who wish to participate on a voluntary basis.

Nomination Form

TREE LOCATION

Please include map of property and photo

observatory Park

COMMON NAME OF TREE

Giant Sequoia (Sequoiadendron giganteum)

TREE CATEGORY ☒ Specimen ☐ Size/Age ☒ Historic Interest ☒ Aesthetic Appeal ☒ Environmental Value

Pick all that apply. If other, please explain.

Nominator

B. Kobbe

Date Submitted

4/11/18

Address

Home Phone

467 0830

Cell Phone

Email

brunike@mcn.org

Tree Owner Name

(if different than nominator)

City of Ukiah

Address

Home Phone

Cell Phone

Email

Significance of Tree/Grove

Highlight and justify the specific reason(s) you think the tree is significant. Include any documents like newspaper clippings, brochures or other historical documentation.

*unusual specimen

(only few in our area)

* historical value

planted at historic
observatory site

See attached :

- photo of tree

- 3 aerial photos

- map

Attachment #1

Property Owner Consent

Property Owner Name

City of Ukiah

Address

300 Seminary Ave

City, State Zip

Ukiah CA 95482

Home Phone

707-467-5765

Email

tbartolomei@cityofukiah.com

I hereby authorize the City of Ukiah and/or their agents the right to enter onto my property to view a tree being submitted for nomination. I hereby give my consent to allow the public the opportunity to view the nominated tree on my property from the public street right-of-way if Landmark Tree status is obtained.

Property Owner Signature

Sam Bartolomei

Date

4/9/18

Submit Completed Nomination

City of Ukiah
Community Services Department
411 West Clay Street
Ukiah, California 95482
Attention: Landmark Tree Program

(707) 463-6231

Benefits

- ✦ Certificate of Recognition presented to owner
- ✦ Landmark Tree designation for the life of the tree
- ✦ Well maintained trees add to property value
- ✦ Trees provide shade and can reduce cooling and heating bills

Check List

- ✦ Nomination form
- ✦ Site map of tree location
- ✦ Picture of the tree(s)
- ✦ Brochures, newspaper clippings, or other supportive documentation
- ✦ Historical data or other significant information related to the tree
- ✦ Property owner consent



Landmark Tree Program



City of Ukiah

COMMUNITY SERVICES

411 W. CLAY STREET 14

(707) 463-6231
www.cityofukiah.com

photo: B. Kobbe



Giant Sequoia
Observatory Park, 2018

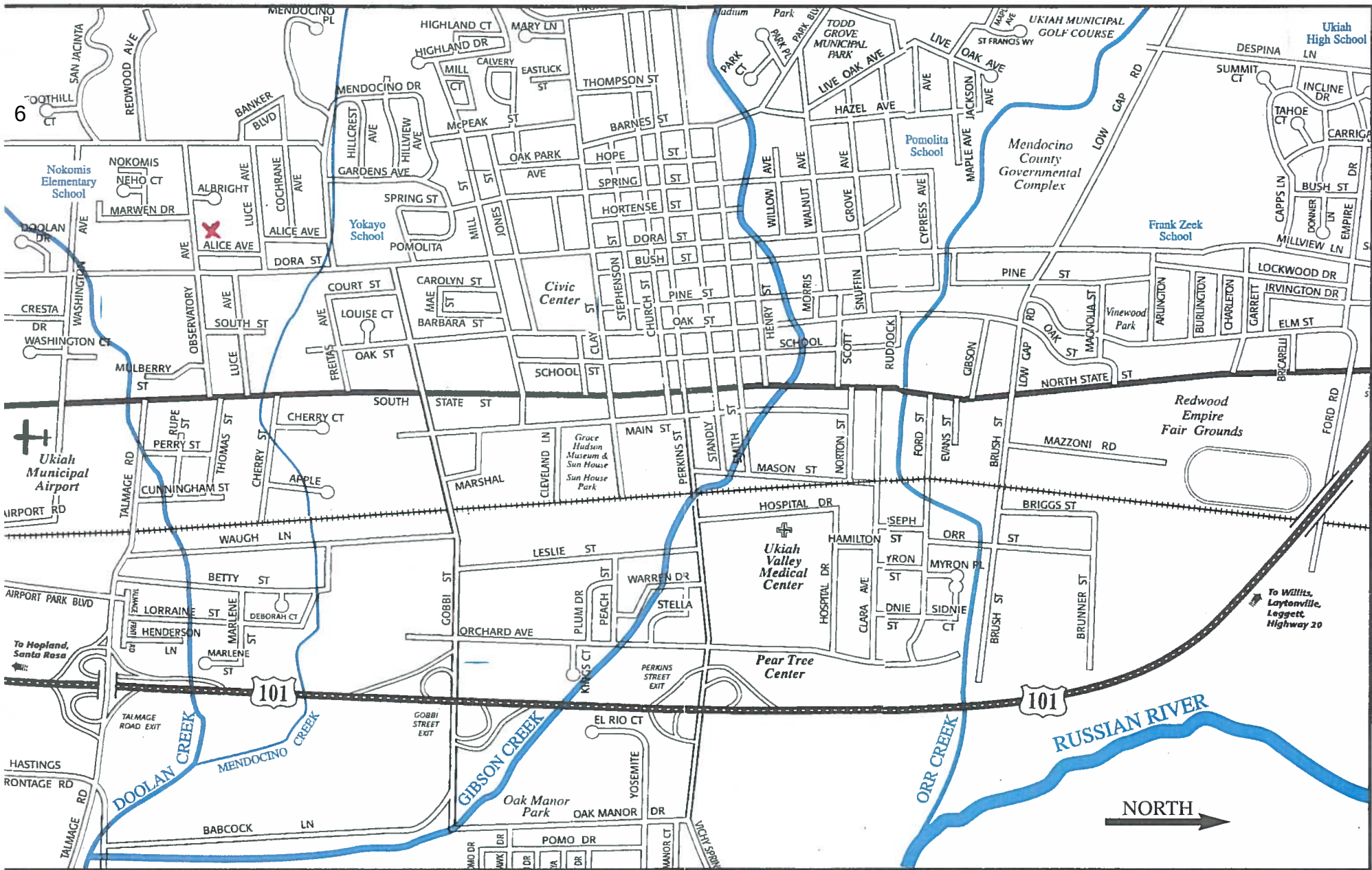


"Observatory", 1952





Observatory, 1941



tree
location



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Adoption of an Initial Environmental Study and Negative Declaration; and Consideration of Introduction of a Residential Density Calculation Ordinance by Title Only Amending Various Sections of Chapter 2, Division 9 of the Ukiah City Code to Set Forth in Greater Detail the Procedure for Calculating Residential Density.

DEPARTMENT: Community Development

PREPARED BY: Craig Schlatter

ATTACHMENTS:

[Attachment 1- Ukiah Housing Strategy Overview](#)

[Attachment 2- Res. Dens Calc Draft Ordinance](#)

[Attachment 3- IS-ND Res Density Calc Ord](#)

[Attachment 4- Res Density Calculations Table](#)

Summary: The City Council will discuss and possibly adopt an Initial Environmental Study and Negative Declaration; and consider introduction of a residential density calculation ordinance by title only amending various sections of Chapter 2, Division 9 of the Ukiah City Code to set forth in greater detail the procedure for calculating residential density.

Background: In August 2017, the City Council directed Staff to pursue a housing strategy for Ukiah. The housing strategy (Attachment 1) deploys a two-pronged approach - one part focused on affordable housing and

RECOMMENDED ACTION: Discuss and consider adoption of the Initial Environmental Study and Negative Declaration; and introduce a residential density calculation ordinance by title only amending various sections of Chapter 2, Division 9 of the Ukiah City Code to set forth in greater detail the procedure for calculating residential density.

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: City Attorney's Office

Approved:


Sage Sangiacomo, City Manager

one part focused on middle-income housing - to facilitate new housing opportunities for Ukiah residents. A key component of the affordable housing strategy was development of a locally-based housing trust fund - the Ukiah Housing Trust Fund (UHTF). Three housing project applications were received in response to the UHTF's first Notice of Funding Availability, released January 2, 2018. If all three projects are successful, the total amount of new affordable housing units created will be 151.

Traditional funding sources available for affordable housing are not generally available for market-rate housing. Additionally, with increasing building regulations at the State level related to housing, the cost to build can make it more difficult for market-rate housing projects to "pencil." Therefore, to facilitate the development of additional middle-income housing units, particularly on remaining infill sites, the strategy involves removing impediments to housing development through regulatory relief and innovative zoning practices.

Planning Division Staff has been researching the practices of other jurisdictions and analyzing existing zoning policy for possible regulatory relief. In a recent review of the residential density definition, Staff discovered no specific calculation method described in the ordinance. Traditionally, if no specific definition is prescribed Staff would evaluate the project based on a conservative interpretation of the ordinance. In this case, taking a conservative approach to the calculation of residential density could result in a per project reduction of middle-income housing units.

Staff prepared the attached draft ordinance (Attachment 2), which sets forth the procedure for calculating residential density, and presented the ordinance to the City Council on January 17, 2018. The amended ordinance language may allow for additional density of development in appropriate areas, providing all other building and development criteria are met for the project. The Council directed Staff to refer the draft ordinance to the Planning Commission and to bring the ordinance back to the Council for consideration at a future date.

Staff subsequently prepared an Initial Environmental Study for the draft ordinance (Attachment 3). The Initial Study found that the proposed ordinance would not have a significant effect on the environment, and a Negative Declaration was prepared.

The Initial Environmental Study and Negative Declaration, along with the draft ordinance and Attachments 1-4, were presented to the Planning Commission at their March 28, 2018, regular meeting. By majority vote, the Planning Commission moved to recommend the City Council approve the Initial Study and Negative Declaration for the proposed residential density calculation ordinance and adopt the corresponding draft ordinance.

Discussion: The current City Code does not describe with sufficient specificity whether the calculation of residential density on a given parcel should include, as part of the area of the parcel, adjacent public rights of way such as bounding streets. The proposed ordinance specifies that the area of a given parcel shall be measured to the centerline of streets or other public rights of way that are contiguous to the property lines of the parcel for the purpose of calculating residential density. The amended ordinance language is consistent with the applicable provisions of the General Plan for the City of Ukiah and is an acceptable methodology used by other jurisdictions.

The General Plan Housing Element's Vacant and Underutilized Land List includes a number of infill parcels that are close to existing infrastructure, situated along transportation corridors, and are close to the downtown, retail opportunities, medical services, and professional offices. The primary objective of the proposed ordinance is to allow for greater utilization of these and other future infill locations for housing. To provide an example of application of the proposed ordinance to the Planning Commission and City Council, Staff selected a representative sample of eight parcels from the Vacant and Underutilized Parcels List. The eight parcels are zoned to allow multi-family residential development and are some of the parcels more likely to be developed in the future. In performing an analysis of the impact of the new residential density calculation ordinance on these eight parcels, Staff found that implementing the proposed ordinance would increase residential density by 1 to 3 units per property, or approximately 11% overall (Attachment 4). At an increase in density of 11%, application of

the proposed ordinance is still likely to produce less units than the density bonus accessible to affordable (low- and moderate-income) housing projects.

The Initial Study found the proposed ordinance would not have a significant effect on the environment because future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process, additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and depending on the zoning, a Conditional Use Permit, and are reviewed by the Design Review Board to ensure consistency with Design Review Guidelines. Certain projects will be subject to CEQA analysis and the implementation of mitigation measures to address environmental impacts.



CITY OF UKIAH HOUSING STRATEGY OVERVIEW

The City of Ukiah will develop programs and tools designed to stimulate the Ukiah housing market. Through a two-part strategy, the City will deploy new funding, analyze zoning policy for regulatory relief, and continue the utilization of successful incentives to encourage additional housing production for affordable (“low- and moderate-income”) and middle-income households. Key components of this strategy are presented below.

1. Affordable Housing Strategy

Ukiah’s affordable housing strategy is targeted at households with incomes of no more than 80% of Area Median Income. Central to this strategy is the creation of a housing trust and revolving loan fund- the Ukiah Housing Trust Fund.



Picture of Sun House Senior Apartments – PEP Housing, October 2017

A. Ukiah Housing Trust Fund (UHTF)

The UHTF will serve as the umbrella for all affordable housing activities, including new and existing housing grants and programs. This provides a centralized and recognizable resource for participating households and affordable housing developers.

Principal funding for the UHTF and its corresponding revolving loan fund is derived from former Redevelopment Agency housing bond proceeds. A majority of this funding is expected to be awarded to affordable housing developers in the form of below market interest rate loans and grants towards the production of housing units. Federal and state programs operated through the UHTF will largely focus on individual households.

B. Activities Funded by the UHTF

Activities funded are expected to include, but may not be limited to, the following:

1. Creation of new affordable units;
2. Purchase of vacant and underutilized land (land assembly) for the purpose of facilitating future affordable housing production

3. Assistance with multi-family housing rehabilitation projects;
4. Conversion of market rate units to affordable housing units;
5. Preservation of existing affordable housing;
6. Construction of accessory dwelling units;
7. First time homebuyer loans;
8. Single-family housing rehabilitation loans; and
9. Predevelopment assistance to non-profit and for-profit developers with project feasibility and preliminary design studies for potential affordable housing projects.

C. UHTF Guidelines and Deployment Allocations

Prior to the launching of the new Housing Trust Fund, Staff will develop UHTF guidelines for City Council review and approval. Included will be recommended deployment allocations for each of the major activities of the UHTF.

D. Marketing and Engagement

Housing Division Staff will design a marketing and engagement approach aligned with existing *Visit Ukiah* and other City of Ukiah marketing strategies. The approach is expected to include the development of marketing materials like informational flyers and handouts and the creation of a new Housing Division webpage. It is anticipated that existing Community Development and Planning Department webpages will be updated during the drafting of the new Housing Division webpage so that Department programs and resources are more synergized.

Included in the marketing and engagement strategy will be a highlight of existing incentives and tools such as the Fee Deferral Program, Title 24 Rebate Program and other energy rebates available to developers.

2. Middle-Income Housing Strategy

Ukiah's Middle-Income Strategy seeks to remove impediments to housing development through regulatory relief and innovative zoning practices.

A. Regulatory Relief Analysis

Staff will investigate zoning ordinances and Ukiah City Code for possible relief and present a report with recommendations to Council. Specific areas of analysis will include the following:

- By-right residential uses in other zoning districts
- Reduction of parking and setback requirements
- Development of an offsite mitigation bank for Low Impact Development (LID)

B. Community Benefit Zoning

This is perhaps the most experimental approach in the City's Housing Strategy. Staff will research possible regulations and policies to establish incentive-based zoning towards encouraging additional housing opportunities affordable to middle income households. A report of findings, with recommendations, will be presented to the Planning Commission for input prior to being presented to City Council. Included will be a short feasibility analysis into utilization of a Neighborhood Pilot Program and Middle Income Citizen Advisory Board.

ORDINANCE NO.

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH
AMENDING VARIOUS SECTIONS OF CHAPTER 2, DIVISION 9 OF
THE UKIAH CITY CODE TO SET FORTH IN GREATER DETAIL THE
PROCEDURE FOR CALCULATING RESIDENTIAL DENSITY.**

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

SECTION 1 – FINDINGS

The City Council finds:

1. The current City Code does not describe with sufficient specificity whether the calculation of residential density on a given parcel should include, as part of the area of the parcel, adjacent public rights of way such as bounding streets.
2. Measuring the area of a given parcel to the centerline of streets or other public rights of way which are contiguous to the property lines of the parcel for the purpose of calculating residential density is consistent with the applicable provisions of the General Plan for the City of Ukiah.

SECTION TWO.

1. **Section 9030 in Article 4 of Chapter 2 in Division 9 of the Ukiah City Code, is hereby amended to read as follows:**

§9030 PURPOSE AND INTENT

The medium density residential zoning district is intended to provide land area and opportunities for a range of densities and a variety of housing types, including townhomes, multiple-family residential development, and duplexes. The maximum density is one to fourteen (14) dwelling units per acre of land. The R-2 district is also intended to provide for a compatible mix of medium density residential, educational, religious, quasi-medical, and small professional office land uses. The R-2 zoning district is consistent with the MDR (medium density residential) general plan land use designation.

2. **Section 9224.12 in Article 18 of Chapter 2 in Division 9 of the Ukiah City Code, is hereby amended to read as follows (unchanged text is omitted and is shown by “** * **”):**

§9224.12 MIXED-USE PROJECTS

D. Maximum Density: When residential units are combined with office or retail commercial uses in a single building or on the same site, the maximum density allowed by the applicable General Plan land use designation and zoning district shall be calculated

on the basis of the total area of the parcel. When calculating density for a particular parcel, City staff shall use the parcel area measured to the center line of streets or other public rights of way such as easements or other dedications for public purposes which are contiguous to the property lines of the parcel.

3. Section 9225.2, Table 4 is amended to read as follows (unchanged text is omitted and is shown by “* * *”):

§9225.2 APPLICABILITY

Table 4: Site Development Standards

STANDARDS (1)	GENERAL URBAN GU	URBAN CENTER UC	DOWNTOWN CORE DC	MODIFICATION TO STANDARD (2)
RESIDENTIAL DENSITY (Also Subject to Airport Zone Restrictions) (3)				
Minimum	10 units/ acre	15 units/acre	15 units/acre	Major Exception
Maximum (4)	28 units/acre	28 units/acre	28 units/acre	Major Exception

4. Section 9278 in Article 21 of Chapter 2 in Division 9, Chapter 2 of the Ukiah City Code, is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *”):

§ 9278 DEFINITIONS

* * *

DENSITY: The number of dwelling units per acre. When calculating density for a particular parcel, City staff shall use the parcel area measured to the center line of streets or other public rights of way such as easements or other dedications for public purposes which are contiguous to the property lines of the parcel.

* * *

SECTION THREE.

1. Severability: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council of the City of Ukiah hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

2. Publication: Within fifteen (15) days after its adoption, this Ordinance shall be published once in a newspaper of general circulation in the City of Ukiah. In lieu of publishing the full text of the Ordinance, the City may publish a summary of the Ordinance once 5 days prior to its adoption and again within fifteen (15) days after its adoption.

3. Effective Date: The ordinance shall become effective thirty (30) days after its adoption.

Introduced by title only on February __, 2018, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Adopted on _____, 2018 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Kevin Doble, Mayor

ATTEST:

Kristine Lawler, City Clerk

California Environmental Quality Act

**INITIAL ENVIRONMENTAL STUDY AND
NEGATIVE DECLARATION
FOR
PROPOSED RESIDENTIAL DENSITY
CALCULATION ORDINANCE**



Prepared by:

**City of Ukiah
Community Development Department
300 Seminary Avenue, Ukiah, CA 95482**

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City of Ukiah
Initial Study and Negative Declaration
Residential Density Calculation Ordinance

I. PROJECT INFORMATION

Project Title:

Residential Density Calculation Ordinance

Lead Agency Address and Phone Number:

City of Ukiah Community Development Department
300 Seminary Avenue
Ukiah, California 95482
(707) 463-6200

Contact Person and Phone Number:

Craig Schlatter, Director
City of Ukiah Community Development Department
(707) 463-6219

Project Location:

Citywide

Project Sponsor's Name and Address:

City of Ukiah Community Development Department
300 Seminary Avenue
Ukiah, California 95482
(707) 463-6200

Project Description:

Amendment to the Ukiah Municipal Code to clarify how residential density is calculated.

General Plan Designation:

Various

Zoning District:

Various

Other Public Agencies Requiring Approval:

None.

II. PROJECT DESCRIPTION

Project Location

The proposed Residential Density Calculation Ordinance would apply citywide to all zoning districts where multi-family residential development is an allowed or permitted use, including: Single-Family Residential (R1), Medium Density Residential (R2), High Density Residential (R3), Neighborhood Commercial (CN), (Community Commercial (C1), Heavy Commercial (C2) and overlay zoning district, Planned Development (PD). The City is approximately 4.84 square miles and is comprised of 4,997 parcels.

Environmental Setting

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

Background

On January 1, 2018, several new affordable housing laws became effective, facilitating development of housing for qualifying projects. The Ukiah area is experiencing a critical shortage of all types of housing, including market rate. In an effort to help address this critical community need, Staff has explored ways to encourage and facilitate development, particularly on the remaining infill parcels in the City. The current City Code does not describe with sufficient specificity whether the calculation of residential density on a given parcel should include, as part of the area of the parcel, adjacent public rights of way such as bounding streets.

Project Description

The proposed Residential Density Calculation Ordinance (Project) sets forth a procedure for calculating residential density. This may allow for additional density of development in appropriate areas, providing all other building and development criteria are met for the project. The Residential Density Calculation Ordinance specifies that the area of a given parcel shall be measured to the centerline of streets or other public rights of way that are contiguous to the property lines of the parcel for the purpose of calculating residential density. The draft Ordinance is provided in **Appendix A**.

Existing Conditions

The current method used to calculate residential density is based on gross acreage, which includes only the area within a parcel's boundaries. Public rights of way are not included unless they are within parcel boundaries. According to the General Plan Housing Element, in 2014 there were 105 acres of vacant and underutilized land with a potential for 222 residential units.

Project Objectives

The Vacant and Underutilized Land Map shows a number of infill opportunity sites within the City Limits. These parcels are close to existing infrastructure and situated along transportation corridors, and are close to the downtown, retail opportunities, medical services, and professional offices. Development of these parcels would promote increase pedestrian activities and lower the City's overall carbon footprint. The primary objective of the Project is to allow for greater utilization of these infill locations for multi-family housing.

Project Timing

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

III. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

Section V (Evaluation of Environmental Impacts) analyzes the potential environmental impacts associated with the proposed Residential Density Calculation Ordinance. The issue areas evaluated in this Initial Study include:

Aesthetics	Agriculture and Forestry	Air Quality
Biological Resources	Cultural Resources	Geology/Soils
Greenhouse Gas Emissions	Hazards and Hazardous Materials	Hydrology/Water Quality
Land Use/Planning	Mineral Resources	Noise
Population/Housing	Public Services	Recreation
Transportation/Traffic	Tribal Cultural Resources	Utilities/Service Systems

IV. DETERMINATION

On the basis of the initial evaluation that follows:

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

 I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made that will avoid or reduce any potential significant effects 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 will be prepared.

Signature Craig Schlatter

Date 3-7-18

Craig Schlatter, Director
Community Development Department
City of Ukiah
cschlatter@cityofukiah.com

V. EVALUATION OF ENVIRONMENTAL IMPACTS

The purpose of this Initial Study/Negative Declaration is to provide an analysis of the potential environmental consequences as a result of implementation of the Residential Density Calculation Ordinance. The environmental evaluation relied on the following categories of impacts, noted as column headings in the IS checklist.

“Potentially Significant Impact” is appropriate if there is substantial evidence that the project’s effect may be significant. If there are one or more “Potentially Significant Impacts” for which effective mitigation may not be possible, an EIR will be prepared.

“Less Than Significant With Mitigation” applies where the incorporation of project-specific mitigation would reduce 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:	Potentially 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) Substantially degrade the existing visual character or quality of the site and its surroundings?	☐	☐	☐	☒

d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☐	☒
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Analysis:

A-D: The City is situated within the Ukiah Valley and includes background views to wooded or chaparral covered mountains. There are no Scenic Rivers or Highways in the city limits. Future development would not interfere with a designated public scenic vista or view by diminishing the extent to which it is visible from the public right-of-way or by interfering with public access to a vantage point currently available to the public from which it may be appreciated. This conclusion is based on the fact that the architectural standards and design guidelines contained in the UMC would not permit large unattractive structures that would block views of the western hills or other prominent view sheds. Therefore, the project would not adversely impact designated scenic vistas.

Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process, additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and depending on the zoning, a Conditional Use Permit, and are reviewed by the Design Review Board to ensure consistency with Design Review Guidelines, which include visual and lighting issues. Certain projects will be subject to CEQA analysis.

Future projects, which scope and probability are not known at this time will be required to implement, on a project-by-project basis, specific actions and requirements to reduce, minimize and eliminate any potential impact, if applicable. A standard condition for development projects require lighting to comply with International Dark Sky Association, to be downcast and have no light impacts or spill-over to adjacent properties. The Project is therefore not anticipated to create new sources of light or glare that would adversely affect views in the area.

Mitigation Measure(s): None required.

2. Agriculture and Forestry Resources

AGRICULTURE AND FORESTRY RESOURCES. Would the project:	Potentially 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?	☐	☐	☐	☒

Analysis:

A-E: The project area is characterized by dense urban development. While orchards and vineyards are located to the northeast and southeast across Highway 101, none exist within the city limits. The California Department of Conservation, Division of Land Resource Protection Farmland Mapping and Monitoring Program's Map and the Mendocino County Important Farmland Map of 2010 identify the City of Ukiah as "Urban and Built-up Land." There are no prime agricultural lands or forestry lands within the City limits; therefore none would be impacted by the implementation of the proposed Project.

Mitigation Measure(s): None required.

3. Air Quality

AIR QUALITY: Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☐	☐	☒
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	☐	☐	☐	☒
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	☐	☐	☐	☒
d) Expose sensitive receptors to substantial pollutant concentrations?	☐	☐	☐	☒
e) Create objectionable odors affecting a substantial number of people?	☐	☐	☐	☒

Analysis:

A-D: The Residential Density Calculation Ordinance is designed to facilitate better use of existing parcels within the City of Ukiah, resulting in a density calculation that amounts to additional units on existing parcels. As such, future residential development projects would be constructed predominantly on infill parcels that are close to existing infrastructure and situated along transportation corridors, and are close to the downtown, retain opportunities, medical services, and professional offices. Development of these parcels would promote increased pedestrian activities and lower the City's overall carbon footprint.

The area of future project construction will not increase as a result of the Project: an increased number of units would continue to be constructed within the boundaries of the subject parcel(s). Therefore, the Project would not result in additional fugitive dust, the use of construction equipment, or other emissions that would impact air quality or expose sensitive receptors to substantial pollutant concentrations.

Future discretionary projects that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and depending on the zoning, a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to reduce, minimize and eliminate any potential impacts to air quality, if applicable.

All discretionary permits that involve construction are required to comply with certain standard conditions of approval, which include air quality conditions developed by the Mendocino County Air Quality Management District (MCAQMD) to control dust and other emissions. The MCAQMD also oversees and issues permits related to construction activities and is responsible for ensuring that state and federal emission standards are not violated. The MCAQMD develops and enforces air quality regulations for non-vehicular sources, issues permits, participates in air quality planning, and operates a regional air-quality monitoring network. In this case, there are no activities associated with the Project that would result in the need to obtain permits from MCAQMD.

E: Implementation of the Residential Density Calculation Ordinance would not create objectionable odors.

Mitigation Measure(s): None required.

4. Biological Resources

BIOLOGICAL RESOURCES: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
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a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	☐	☐	☐	☒
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	☐	☐	☐	☒
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☒
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?	☐	☐	☐	☒

Analysis:

A-D: The City of Ukiah is a dense urban environment where the ground has been significantly disturbed to allow urban development for over 100 years. Future development, regardless of density, will continue to be constructed within parcel boundaries, and development would be required to comply with minimum setback requirements. For this reason no new impacts to biological resources are anticipated as a result of the Project.

Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and, depending on the zoning, a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to reduce, minimize and eliminate any potential impacts to biological resources, if applicable. Certain projects will be subject to CEQA analysis and the implementation of mitigation measures if the potential for impacting biological resources exists.

E: The City does not have any ordinances protecting biological resources, but does have tree protection policies. If a new building were proposed in the future, it would be subject to discretionary review and consistency with the City's tree protection policies would be required.

- F:** There is no adopted habitat conservation plan applicable to the City of Ukiah, and therefore there would be no conflicts between future residential development and a habitat conservation plan.

Mitigation Measure(s): None required.

5. Cultural Resources

CULTURAL RESOURCES: Would the project:	Potentially 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) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☐	☐	☒
d) Disturb any human remains, including those interred outside of dedicated cemeteries?	☐	☐	☐	☒

Analysis:

A-D: The City of Ukiah is a dense urban environment where the ground has been significantly disturbed to allow urban development for over 100 years. The majority of the land located within the city limits are not in an area known for high archaeological sensitivity as designated by the Ukiah General Plan (Figure V.3-DD).

Within the City of Ukiah there are no officially adopted historical districts established by the Ukiah Municipal Code (UMC); however, Section VI.2, Community Design Element, of the City of Ukiah General Plan identifies three designated Historic Neighborhoods within the city boundaries: the Downtown, Residential West, and Wagonseller neighborhoods. The Project does not modify the boundaries of these neighborhoods and does not result in the destruction, modification or removal of a historical resource.

Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process, additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and, depending on the zoning, a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to avoid any potential impacts to cultural resources, if applicable. The Project is not anticipated to have any impact to cultural resources.

Mitigation Measure(s): None required.

6. Geology and Soils

GEOLOGY AND SOILS: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:	☐	☐	☐	☒
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 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?	☐	☐	☐	☒

Analysis:

- i-iv.** Based upon the Alquist-Priolo Map and Fault Activity Map of California developed by the Department of Conservation California Geological Survey, the city is not located within a Special Studies Zone and there are no active fault zones within the city limits. The Macaama fault zone is located to the east of the City. Implementation of the Residential Density Calculation Ordinance will not result in a project that would be located in a fault rupture zone.

According to the Soil Survey of Mendocino County, Eastern Part, and Trinity County Southwestern Part published by the USDA Natural Resources Conservation Service, the soil map unit within the Project area is "Urban Land," and as such, only limited soil information is provided. However, Urban Land is considered to be 90 percent covered with

urban development and 10 percent with various soils. Future development projects will require soils/geotechnical reports that will include recommendations based on the individual proposed projects and the soils and geologic conditions on each site.

- B:** Future projects, both discretionary and ministerial, are required to comply with Division 9, Chapter 7, Sediment and Erosion Control of the Ukiah Municipal Code, which includes requirements intended to reduce erosion and sedimentation. The City requires construction projects to provide a sedimentation and erosion control plan, which must be prepared by a registered civil engineer and is subject to review and approval by the Public Works Department.
- C-D:** Future development projects will require soils/geotechnical reports that will include recommendations based on the individual proposed projects and the soils and geologic conditions on each site. These recommendations will be imposed on future development projects during standard discretionary review procedures and through the building permit review process.
- E:** All parcels within the City limits are served with public water and sewer. There would be no impacts to on-site wastewater disposal systems, as there are no such systems located within the city.

Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and, depending on the zoning, a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to avoid exposure of people and structures to geologic hazards, if applicable.

Mitigation Measure(s): None required.

7. Greenhouse Gas Emissions

GREENHOUSE GAS EMISSIONS: Would the project:	Potentially 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?	☐	☐	☐	☒

Analysis:

A-B: The primary source of greenhouse gas (GHG) emissions associated with the Project would be fossil fuels related emissions from mobile sources (e.g., vehicle trips attributed to the increased density of future multi-family residential development projects).

The Housing Element's Vacant and Underutilized Land Map updated in 2014 identifies a number of infill opportunity sites within the City Limits. These parcels are close to existing infrastructure and situated along transportation corridors, and are close to the downtown, retain opportunities, medical services, and professional offices. Development of these parcels is expected to create multi-modal housing opportunities, promote increased pedestrian activities, lower the City's overall carbon footprint, and provide workforce housing for residents currently living in outlying areas, resulting in reduced vehicle miles traveled.

The City's, zoning code and General Plan provide goals, objectives, strategies and requirements that encourage the development of a healthy, safe, compact, forested and walkable urban community that supports bicycling, walking, and the use of other alternative transportation sources. Tree planting is required for new development projects to create shaded parking lots, buildings and public spaces. The intended result is to reduce the amount of GHG emissions attributable to vehicle use and reduce energy consumption. The Project is consistent with the goals and policies of the Ukiah General Plan, including the Housing Element.

Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the City's General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and, depending on the zoning, a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to minimize GHG impacts, if applicable.

Mitigation Measure(s): None required.

8. Hazards and Hazardous Materials

HAZARDS AND HAZARDOUS MATERIALS: Would the project:	Potentially 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 for people residing or working in the project area?	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	☐	☐	☐	☒
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☒
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	☐	☐	☐	☒

Analysis:

A-D: Multi-family residential developments are not typically associated with storage of hazardous materials or waste, other than small volumes of household hazardous materials such as cleaning products commonly used in the home. The types of projects that would be associated with the Residential Density Calculation Ordinance would not involve the transport of hazardous materials or waste, emit hazardous emissions, or be located on a listed hazardous materials site.

E-F: Future projects located in the Airport Comprehensive Land Use Plan (ACLUP) must be found consistent with the ACLUP with regard to density. The Residential Density

Calculation Ordinance specifically states that residential density is also subject to airport zone restrictions. There are no private airstrips within the city limits.

- G:** Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and, depending on the zoning, a Conditional Use Permit. These projects are referred to the Fire Marshal and Building Official for review and comment, and will be required to implement, on a project-by-project basis, specific actions and requirements to ensure the project is compliant with fire and safety codes, including emergency evacuation requirements. The Project will not physically interfere with an adopted emergency response plan or emergency evacuation plan.
- H:** The only Wildland Fire Hazard designated area in the city limits is located in the western hills area. The vast majority, if not all, parcels available for multi-family residential development are infill parcels located on the valley floor. The City is located within a Local Responsibility Area (LRA); the Ukiah Valley Fire Authority reviews discretionary projects for compliance with the fire code and provides conditions of approval to ensure fire safety measures are incorporated into the project.

Mitigation Measure(s): None required.

9. Hydrology and Water Quality

HYDROLOGY AND WATER QUALITY: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?	☐	☐	☐	☒
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	☐	☐	☐	☒
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	☐	☐	☐	☒
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	☐	☐	☐	☒
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	☐	☐	☐	☒
f) Otherwise substantially degrade water quality?	☐	☐	☐	☒
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	☐	☐	☐	☒
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	☐	☐	☐	☒
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	☐	☐	☐	☒
j) Inundation by seiche, tsunami, or mudflow	☐	☐	☐	☒

Analysis:

A-J: Three major creeks flow through the City of Ukiah on their way to the Russian River, which is impaired for sediment and temperature. The Ukiah Valley is subject to potential inundation if the Coyote Dam, located at the base of Lake Mendocino, were to fail. 100-year flood zones and flood-ways exist in the City, but most of the identified vacant, underutilized and redevelopable parcels are not situated in a 100-year flood zone.

Future discretionary projects that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit and possibly a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to eliminate or minimize impacts to hydrology and water quality, including floodplains, if applicable.

Division 9, Chapter 6, Floodplain Management, and Chapter 7, Erosion and Sediment Control, of the Ukiah Municipal Code provide regulations pertaining to proposed development and the potential for effects on existing hydrology or water quality within the City and/or region. As flood hazards may result in the loss of life and property, health and safety hazards, disruption of land uses, and increased public expenditure for flood protection and relief, the Ukiah Municipal Code is aimed at reducing the potential for flooding to occur and increasing protection from flood damage. Section 9602 of the Ukiah Municipal Code requires methods for reducing flood losses, and associated erosion, within the City.

Division 9, Chapter 7, Erosion and Sediment Control, Sections 9700 to 9706, of the Ukiah Municipal Code provides requirements for reducing the potential for development to result in an increase in erosion or contribution of sediment to onsite or offsite water bodies. Measures are identified to address the requirement to prepare an erosion and sediment control plan and to address such issues as grading and storage methods, clearing and grading activities, and waterway crossings.

Low Impact Development standards are required by the City for projects that demonstrate the potential to impact site hydrology. The requirements include measures to capture, treat and infiltrate storm water runoff such that post-project hydrology mimics pre-project hydrology for a net zero hydrologic impact.

The State Water Resources Control Board (SWRCB) requires construction projects that will disturb one or more acres of land to comply with their General (Stormwater) Permit for Construction Activities, which requires preparation and implementation of a Storm Water Pollution Prevention Plan.

These standards are mandatory, and as a result, all future development projects will be required to provide the necessary measures to address flooding, water quality, and drainage impacts.

In addition, future development, regardless of density, will continue to be constructed within parcel boundaries, and development would be required to comply with minimum setback requirements. For this reason impacts to hydrology or water quality are not anticipated as a result of the Project.

Mitigation Measure(s): None required.

10. Land Use and Planning

LAND USE AND PLANNING: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Physically divide an established community?	☐	☐	☐	☒
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☐	☒
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	☐	☐	☐	☒

Analysis:

A-C: The City of Ukiah is a compact urban environment, and functions as the County seat for Mendocino County. Commercial, residential and industrial land uses are planned for specific areas of the City as set forth in the 1995 Ukiah General Plan (Housing Element updated in 2016). Allowed and permitted land uses are defined via zoning districts as stipulated in the UMC. The proposed Project involves providing a new method for calculating residential density that will have the potential to increase density in new residential development projects. The Project would allow future infill development proposals to utilize a revised definition of density, thereby potentially resulting in a better utilization of infill residential lands.

Implementation of the Residential Density Calculation Ordinance does not have the ability to physically divide an established community.

Review of the General Plan, zoning code and other applicable planning documents reveals no conflict or inconsistency with adopted goals and policies, or with other land use regulations. The Housing Element strongly encourages medium and high density residential infill development because of the close proximity to existing infrastructure, transportation corridors, social services, commercial uses, and medical facilities, and to prohibit impacts on surrounding agricultural lands that result from urban sprawl.

The City of Ukiah does not have a habitat conservation plan or natural communities conservation plan.

Mitigation Measure(s): None required.

11. Mineral Resources

MINERAL RESOURCES: Would the project:	Potentially 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?	☐	☐	☐	☒

Analysis:

A-B: There are no mineral resource extraction facilities and no known mineral resources within the city limits, therefore none would be affected by the proposed Project.

Mitigation Measure(s): None required.

12. Noise

NOISE: Would the project result in:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☐	☐	☒
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	☐	☐	☐	☒
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	☐	☐	☐	☒
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	☐	☐	☐	☒
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒

Analysis:

A-F: During construction, projects developed in association with the Residential Density Calculation Ordinance would be required to comply with the existing City of Ukiah noise ordinance in the same manner as other construction projects, as included below. There are no noise impacts anticipated as a result of the Project.

UMC Section 6048, Ambient Noise Level: Where the ambient noise level is less than designated in this Section the respective noise level in this Section shall govern.

Sound Level A, decibels		
Zone	Time	Ambient Noise Level
R1 and R2	10 p.m. to 7 a.m.	40 decibels
R1 and R2	7 p.m. to 10 p.m.	45 decibels
R1 and R2	7 a.m. to 7 p.m.	50 decibels
R3	10 p.m. to 7 a.m.	45 decibels
R3	7 a.m. to 10 p.m.	50 decibels
Commercial	10 p.m. to 7 a.m.	60 decibels
Commercial	7 a.m. to 10 p.m.	65 decibels
Industrial	Anytime	70 decibels

UMC Section 6053: Machinery, Equipment, Fans and Air Conditioning: It shall be unlawful for any person to operate any machinery, equipment, pump, fan, air conditioning apparatus, or similar mechanical device in any manner so as to create any noise which would cause the noise level at the property line of any property to exceed the ambient base noise level by more than five (5) decibels between seven o'clock (7:00) P.M. and seven o'clock (7:00) A.M.

UMC Section 6054: Construction of Buildings and Projects: 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, structures 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 therefore has been duly obtained from the Director of Public works. No permit shall be required to perform emergency work as defined in §6046 of this Article.

13. Population and Housing

POPULATION AND HOUSING: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☒	☐
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒

Analysis:

A: The City of Ukiah is experiencing a significant shortfall of housing units of all types, having a reported vacancy rate of one percent. The Project has the intended consequence of augmenting housing stock by increasing residential density. Any increase in the number of housing units that results from the Project would not induce population growth, as there is currently insufficient housing stock to shelter the existing population in Ukiah and surrounding areas in Mendocino County.

The Project is consistent with goals of the General Plan that promote the balancing of housing needs (Goal LU-4) and providing an adequate inventory of land available for housing development (LU-4.1 and Goal LU-5, LU-5.1). The Project will also assist in the implementation of the General Plan's Housing Element, which calls for the promotion of well-balanced housing (Goal H-3), and the utilization of land to meet housing needs while balancing growth, sustainable development and infill development (Goal H-4).

The Housing Element strongly encourages medium and high density residential infill development because of the close proximity to existing infrastructure, transportation corridors, social services, commercial uses, and medical facilities, and to prohibit impacts on surrounding agricultural lands that result from urban sprawl.

B-C: The Project will not displace people or existing housing. As stated in A above, the Project creates an opportunity to develop additional housing units.

Mitigation Measure(s): None required.

14. Public Services

PUBLIC SERVICES:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?	☐	☐	☐	☒
Police protection?	☐	☐	☐	☒
Schools?	☐	☐	☐	☒
Parks?	☐	☐	☐	☒
Other public facilities?	☐	☐	☐	☒

Analysis:

- A:** Any future housing development that occurs as a result of the Project will be subject to the entitlement process and additional analytical review, including referral to the City Building Official, the Fire Marshal and the Ukiah Police Department for review and comment. No construction would be permitted that did not comply with the State Building and Fire Codes. Implementation of the Residential Density Calculation Ordinance is not expected to impact public services, including governmental facilities, fire and police protection, schools or parks.

The Ukiah Police Department (UPD) has participated in a program that brings law enforcement together with the owners and managers of high density housing complexes to devise strategies for keeping the facilities safe. Proposed multi-family residential projects are reviewed by the UPD and a Crime Prevention Through Environmental Design (CPTED) Plan Survey is prepared for each proposed project. The CPTED provides a list of recommendations to help reduce the chances of a crime being committed against the property, and ideally reducing the need for police services at these properties.

There are no impacts to public services anticipated as a result of the Project.

Mitigation Measure(s): None required.

15. Recreation

RECREATION:	Potentially 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?	☐	☐	☐	☒

Analysis:

A-B: The Ukiah area supports a range of public parks and recreational facilities. The City of Ukiah Community Services (Parks and Recreation) Department maintains a variety of neighborhood and community parks, the Grace Hudson Museum, the Civic Center, and various athletic fields. Additionally, the City maintains a system of trails and bikeways along City streets and within some recreational areas, as intended by the City of Ukiah Bicycle and Pedestrian Master Plan.

Based on the list of identified vacant, underutilized and redevelopable parcels in the Housing Element of the General Plan, the Project is intended to result in a minor increase in residential density on infill parcels within the City, and as such, the use of neighborhood parks and recreational facilities would also be expected to increase negligibly.

To ensure that adequate parks and recreational facilities are provided for its residents over the long-term, the City requires the dedication of park land or payment of fees in lieu of dedication for new subdivision developments. Such fees may vary and are determined at the time when development is proposed.

Mitigation: None Required.

16. Transportation/Traffic

TRANSPORTATION/TRAFFIC: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	☐	☐	☐	☒
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	☐	☐	☐	☒
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	☐	☐	☐	☒
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☐	☒
e) Result in inadequate emergency access?	☐	☐	☐	☒
f) Conflict with adopted policies, plans or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	☐	☐	☐	☒

Analysis:

A-F: The Project is designed to encourage infill development within the urban core of the City of Ukiah. Future discretionary projects that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process and additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit and possibly a Conditional Use Permit, and will be required to implement, on a project-by-project basis, specific actions and requirements to eliminate or minimize impacts to transportation and circulation, if applicable. Depending on the number of units and location of a proposed project, a traffic study may be required. There are no impacts to transportation and traffic anticipated as a result of the Project.

Mitigation Measure(s): None required.

17. 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:	Potentially 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.	☐	☐	☐	☒

Analysis:

A-B: The City of Ukiah is a dense urban environment where the ground has been significantly disturbed to allow urban development for over 100 years. The majority of the land located within the limits of the city are not in an area known for high archaeological sensitivity as designated by the Ukiah General Plan (Figure V.3-DD).

Future discretionary proposals that utilize the Residential Density Calculation Ordinance will be subject to the entitlement process, additional analytical review, ensuring conformance to the goals and policies of the General Plan and consistency with the zoning code. Multi-family projects require a Site Development Permit, and in certain zoning districts a Conditional Use Permit, and may be subject to CEQA analysis. Projects will be required to implement specific actions and requirements to avoid any potential impacts to tribal cultural resources, if applicable. Impacts to tribal resources are not anticipated as a result of the Project.

Mitigation Measure(s): None required.

18. Utilities and Service Systems

XVIII. UTILITIES AND SERVICE SYSTEMS: Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	☐	☐	☐	☒
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	☐	☐	☐	☒
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	☐	☐	☐	☒
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	☐	☐	☐	☒
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☐	☒
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	☐	☐	☐	☒
g) Comply with federal, state, and local statutes and regulations related to solid waste?	☐	☐	☐	☒

Analysis:

A-G: The wastewater treatment plant upgrade and expansion project is completed and sufficient capacity is available to serve new residential development on the infill parcels identified in the Housing Element that would potentially result from this Project. A water storage project has also been completed which added nearly 2 million gallons of storage to the City's water storage system, and an upgrade to the water treatment plant has been completed. Sufficient water exists to serve future development. All multi-family residential projects are reviewed by the Public Works Department and are required to comply with all applicable stormwater, wastewater and building code requirements.

The Ukiah Transfer Station is receiving well below the allowable limits of solid waste. There is sufficient capacity to serve future multi-family residential projects.

The Project is not anticipated to have any impact to utilities and service systems.

VI. MANDATORY FINDINGS OF SIGNIFICANCE

The analysis contained in this Initial Environmental Study reveals that the proposed Residential Density Calculation Ordinance would not result in potentially significant adverse impacts on the physical environment.

MANDATORY FINDINGS OF SIGNIFICANCE	Potentially 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?	☐	☐	☐	☒

Impact Analysis:

- A: No impact.** Based on the findings and conclusions contained in the Initial Environmental Study, the Project does not have the potential to significantly degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory.
- B: No impact.** Based on the findings and conclusions contained in the Initial Environmental Study, the Project would not have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects).
- C. No impact.** Based on the findings and conclusions contained in the Initial Environmental Study, the proposed Project would not have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly.

VII. REFERENCES

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U.S. Fish and Wildlife Service. National Wild and Scenic Rivers System. February 2018.

<http://www.rivers.gov/maps/conus-200.pdf>

Residential Density Calculations Table							
For Select Underutilized and Underdeveloped Properties							
LOCATION	APN	CURRENT ZONING	APPROXIMATE GROSS ACRES ¹		UNIT ESTIMATE ²		
			No ROW ³	Incl. ROW	Under Existing Regulations ⁴	Under Proposed Density Calculation Ordinance ⁵	Potential Increase
737 S Oak	002-301-11	R3	0.2	0.25	6	7	1
210 E Gobbi	003-040-78	C1	0.59	0.7	17	20	3
210 E Gobbi	003-040-77	C1	0.86	0.92	24	26	2
250 W Gobbi	001-306-06	R2	0.93	0.99	26	28	2
744 N State (east)	002-114-14	C1	0.64	0.75	18	21	3
744 N State (west) 155 Gibson	APN Pending	C1 (Split zoned with R1)	0.63	0.68	18	19	1
215 Norton	002-150-04	R3	0.47	0.53	13	15	2
345 Main	002-150-30	C1	0.73	0.8	20	22	2
					142	158	16 =11% increase
¹ Gross acres are estimated from aerial image and not based off of recorded survey or map. ² Fractional units of .5 or greater have been rounded up, .4 and less have been rounded down. ³ "Right of Way (ROW)" connotes the area formed by multiplying the distance of street frontage of the parcel by the depth from the parcel line to the center of the street ⁴ Calculation: Estimated Gross Acres*28 ⁵ Calculation: (Estimated Gross Acres + Estimated ROW Area) * 28							



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Introduction by Title Only of the Proposed Adult Use Cannabis Retail Ordinance.

DEPARTMENT: Community Development

PREPARED BY: Darcy Vaughn

ATTACHMENTS:

[Attachment 1 Adult-Use Cannabis Retailer Ordinance Clean](#)

[Attachment 2 Adult-Use Cannabis Retailer Ordinance Redline](#)

Summary: The City Council will discuss and consider introduction by title only of the proposed Adult Use Cannabis Retail Ordinance.

Background: Over the past two years, the City has considered a series of City Code amendments related to new cannabis laws and regulations enacted by the State of California. Guided by the Marijuana Ad Hoc Committee comprised of Council members Mulheren and Brown, the City Manager, Community Development Director, Planning Manager, City Attorney, Assistant City Attorney, and Chief of Police, the process of bringing the City Code into compliance with the new State cannabis laws began after the adoption of the California Medical Marijuana Regulation and Safety Act ("MMRSA") in 2015. In response to MMRSA, the City Council adopted the Medical Marijuana Dispensaries Ordinance. After California voters approved Proposition 64, or the Adult Use of Marijuana Act ("AUMA"), in November 2016, and the legislature adopted the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), in June 2017, a new set of State guidelines for regulating medical and recreational cannabis emerged. In order to preserve local control over regulation of the

RECOMMENDED ACTION: Staff asks that the City Council discuss and consider introduction by title only of the proposed Adult Use Cannabis Retail Ordinance.

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: Marijuana Ad Hoc Committee

Approved:


Sage Sangiacomo, City Manager

cannabis industry that is such a significant, if underground, part of the local economy, the Council adopted the Cannabis Related Business Ordinance, which extended the City's regulatory reach over non-retail commercial cannabis enterprises such as manufacturing, testing, cultivation, and distribution.

The AUMA and the MAUCRSA , while reflecting the State's intent to allow and regulate all manner of commercial cannabis enterprises, including retail sales of cannabis for adult (i.e. non-medical) use, contain provisions that allow local jurisdictions plenty of leeway to regulate commercial cannabis enterprises as they see fit. When the Council initially discussed a comprehensive City policy for medical dispensaries, the Council anticipated the passage of the AUMA and the State's desire to legalize and regulate retail sales of cannabis for use by adults over the age of twenty-one. As such, some of the Council's discussion of medical dispensaries was dedicated to the possibility of a policy for regulation of retail sales of medical cannabis that could later be adapted, should the Council wish to do so, to include retail sales of cannabis for adult use.

The Ad Hoc's rationale for implementing a policy for adult use cannabis sales is that comprehensive regulation of retail sales of cannabis for non-medical use, including ensuring that non-medical cannabis is sold only to adults over the age of twenty-one in the City, will result in a reduction of the number of people cultivating cannabis for personal use, as well as adding a check on the accessibility of cannabis to individuals under the age of twenty-one. In addition, it is the opinion of the Ad Hoc that regulating retail cannabis sales is preferable to a black market. Adopting policies that promote the economic base and job growth in the Ukiah community, including regulating and licensing commercial cannabis activities that are already taking place, may help support the future economy and job availability in Ukiah. As such, the Ad Hoc and City staff seek direction on reformatting the City's existing Dispensaries Ordinance to incorporate adult use, as allowed and regulated under State law, using the same regulatory provisions that have been in place for Medical Marijuana Dispensaries.

At their March 7, 2018 meeting, the Council discussed a draft, proposed Adult Use Cannabis Retail Ordinance that adds retail sales of non-medical cannabis to eligible adults to the regulatory structure already in place for retail sales of medical cannabis for qualified patients. The Council indicated that they wished to preserve the current policy under the City Code of allowing sales of medical cannabis only in the Neighborhood Commercial (CN) zone because of existing, similar uses such as pharmacies and medical offices. In addition, the Council indicated that it wished to see a map depicting the current allowable locations of Cannabis Retailers, including in the Public Facilities (PF) zone, as set forth in the Cannabis Related Business Ordinance and Medical Dispensaries Ordinance, to determine if they wished to make any changes in zoning districts where Cannabis Retailers are allowed to operate subject to a Dispensary Use Permit. Finally, the Council indicated that they were willing to consider an Adult Use Cannabis Retailer Ordinance that would allow sales of cannabis for adult use and for medical use to qualified patients on the same premises.

While the Council also indicated that it was prepared to consider issuance of permits for special cannabis-related events in the City that would allow on-site sales of cannabis, it has come to the attention of staff that State law currently prohibits special cannabis-related events with on-site sales at locations other than county fairs and district agricultural associations.

The Ad Hoc will continue its discussion of special cannabis-related events and how the City might regulate these events pursuant to State law, but for now these provisions have been removed from the proposed Ordinance.

Discussion: Summary of Changes to Current City Code:

The proposed Adult Use Cannabis Retail Ordinance (see Attachment 1 – Clean and Attachment 2 – Redline) expands the existing permitting requirements and process for medical marijuana dispensaries to include adult use dispensaries that sell cannabis to persons 21 years or older and allows both medical and adult use dispensaries on the same business premises.

The proposed Ordinance makes adult use retail businesses a permitted use in the same zoning districts where commercial cannabis businesses are currently designated as permitted uses, except that only medical marijuana dispensaries are a permitted use in a CN zoning district. The proposed Ordinance does not allow consumption of cannabis in dispensaries or other commercial cannabis businesses and does not propose to allow or regulate special events featuring cannabis.

The proposed Ordinance makes other changes to existing City Code provisions concerning commercial cannabis businesses to address ambiguities and changes in state regulations.

Further details on the provisions in the proposed Ordinance are described below.

Adult Use Retail Provisions:

As proposed, the draft Adult Use Cannabis Retail Ordinance will allow and regulate Cannabis Retailers engaging in the sale of non-medical cannabis to persons over the age of twenty-one (21) using substantially the same regulatory structure as currently imposed on Medical Marijuana Dispensaries under the City's Dispensaries Ordinance. Dispensaries that sell cannabis either for adult use only or for both medical and adult use will also be required to apply for and obtain a Dispensary Use Permit that is subject to annual review and may be revoked for cause.

Under the proposed Ordinance, Dispensaries selling to Adult Use patrons instead of or in addition to selling cannabis for medical use only would be allowed to operate in primarily the same zoning districts (C1, C2, M, PD, and PF, and the downtown zoning districts GU, UC, and DC) as Medical Marijuana Dispensaries. However, as noted at the March 7, 2018, meeting during which the Council initially discussed the proposed Ordinance, only Medical Marijuana Dispensaries will be allowed to operate subject to a Dispensary Use Permit in the Neighborhood Commercial (CN) zoning district.

Adult Use Dispensaries will be subject to the same distance restrictions, with a possible waiver available, as Medical Marijuana Dispensaries. Under the existing distance restrictions, no Cannabis Retailers are allowed:

- 1) within six hundred feet (600') of a school, within two hundred fifty feet (250') of a youth-oriented facility other than a school, or another dispensary;
- 2) abutting a parcel occupied by a youth-oriented facility, a school, or another dispensary;
- 3) within any residentially zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation;
- 4) or on a parcel having a residential unit, or on a parcel directly abutting a residentially zoned property, unless there are intervening nonresidential uses between the dispensary and the residential unit.

Adult Use Cannabis Retailers applying for a Dispensary Use Permit to operate in the City would still need to provide an Operating Plan that includes (1) a security plan that must be approved by the Chief of Police before the entire Plan can be evaluated by the Planning Commission, (2) air treatment system that prevents odors generated from the storage and cultivation of marijuana on the Dispensary premises from being detected outside the premises, and (3) a plan for restricting admittance to the Cannabis Retailer so that only qualified patients, adults over the age of twenty-one, and employees of the Retailer will be admitted to the sales floor. The operator of the Cannabis Retailer that sells cannabis for Adult Use is still required to take all reasonable steps to discourage and correct nuisance conditions in the areas surrounding the Retailer premises and adjacent properties during business hours if directly related to the patrons of the Retailer, including prevention of loitering.

Dispensary Use Permits for Adult Use Cannabis Retailers, like those for Medical Marijuana Dispensaries, will be reviewed at a public hearing by the Planning Commission, which will decide whether to grant or deny the Permit. Decisions of the Planning Commission on Dispensary Use Permits will be appealable to the City

Council.

As noted above, Dispensary Use Permits for Adult Use Cannabis Retailers will be subject to annual renewal, with the Zoning Administrator conducting a thorough review of the renewal application and ultimately determining whether to grant or deny the renewal. The renewal decision will be rendered during a publically noticed meeting and is appealable to the Planning Commission. The Zoning Administrator is also authorized to revoke a Dispensary Use Permit, after conducting a public hearing and determining that the Dispensary is not being operated in compliance with the Permit or with State or City law. The revocation determination by the Zoning Administrator is also appealable to the Planning Commission.

Parking requirements for Dispensaries not engaging in sales of cannabis for medical use for qualified patients as set forth in the proposed Ordinance are based on the current City Code requirements for retail businesses generally (one space for every two hundred fifty (250) square feet of gross, leasable space), rather than based on the parking requirements for medical offices and pharmacies that apply as well to Medical Marijuana Dispensaries (one space for every two hundred (200) gross square feet of retail space).

Please note that at this point, it is not the position of the Ad Hoc, nor the recommendation of staff, that the Council consider allowing and regulating on-site consumption of cannabis or cannabis products at Cannabis Retail establishments. On-site consumption will remain a prohibited use under the proposed Ordinance.

Clean-Up Provisions to Existing City Cannabis Law:

There are several clean-up provisions in the Adult Use Cannabis Retail Ordinance that do not directly establish policies for regulation of Adult Use Cannabis sales but instead either correct scrivener's errors and ambiguous language in the City's existing cannabis laws or implement operating standards for licensed cannabis businesses from the California Bureau of Cannabis Control's current regulations. For the latter, the Ukiah Police Department believes that these particular State regulatory provisions are crucial for Cannabis Retailer security and, even though all cannabis businesses are required to comply with the State regulations anyway, that the City should explicitly set forth these regulatory requirements in the Dispensary operating requirements in the City Code.

The Department of Community Development asked for language clarifying the permissible delivery zone for Cannabis Dispensaries that make deliveries. Based on Council discussions and staff reports from Council meetings regarding the Medical Marijuana Dispensaries Ordinance, it was the intent of the Council that while Dispensaries located within the City limits would be permitted to deliver cannabis to qualified patients both within the City and outside the City limits, that Dispensaries located outside the City limits and not regulated by the City would not be permitted to deliver within the City limits. That provision in Section 5717 of the City Code will be clarified by language added in the proposed Ordinance.

Based on Council discussions and staff reports from Council hearings regarding the Cannabis Related Business Ordinance and based on the Cannabis Related Business Ordinance as adopted by the Council, it was the intent of the Council that Large Indoor, Large Mixed-Light, Medium Indoor, Medium Mixed-Light, Small Indoor, and Small Mixed-Light commercial Cannabis Cultivation enterprises would be permitted to operate in the M and PF zones (as shown in the table of uses and zoning districts presented to the Council during the hearings on the Cannabis Related Business Ordinance) subject to a Major Use Permit. While the Cannabis Related Business Ordinance as adopted does indicate that these cultivation uses are allowed in the M and PF zones subject to a use permit, the specification that a Major Use Permit would be required was inadvertently omitted from the Cannabis Related Business Ordinance. That unintended error in the Cannabis Related Business Ordinance is corrected in the proposed Ordinance.

The current regulations issued by the Bureau of Cannabis Control ("Regulations") and applicable to all licensed commercial cannabis enterprises operating in the State of California should, as per the proposed Ordinance, be part of the operating standards for all Cannabis Related Businesses operating the City, including medical (and

non-medical, if the proposed Ordinance is adopted) cannabis Dispensaries. Certain of these Regulations have been identified by the Ukiah Police Department as being crucial for law enforcement to protect the security of Dispensaries operating in the City and, at the request of the Department, language from these Regulations has been added to the Adult Use Cannabis Retailer Ordinance. These provisions include the requirement that Dispensaries report thefts and inventory inconsistencies to the Ukiah Police Department within 24 hours of discovery, as well as standards for the video surveillance systems required for Dispensaries.

While, at the March 7, 2018 meeting, the Council discussed the possibility of allowing and regulating cannabis-related special events within the City limits, the Ad Hoc has determined that the current State law prohibits licensing and hosting such events unless they take place at county fairs and district agricultural associations. The scenario discussed at the March 7, 2018 meeting, i.e. a cannabis trade show with on-site sales permitted subject to obtaining all State and local licensing and permits and taking place at a location in downtown Ukiah, would not be allowed under State law. However, the City is authorized by State law to determine whether cannabis-related special events may occur at all within the City limits and State law does allow for local control and review of special cannabis events at allowable locations, but the Ad Hoc wishes to discuss the issue further prior to bringing to the Council an ordinance that would allow and regulate cannabis-related special events at allowable locations. As such, the proposed Adult Use Cannabis Retailer Ordinance no longer includes any clean-up provisions regarding special events.

CEQA Compliance:

The proposed City Code amendments for regulation of commercial cannabis activity are statutorily exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Business and Professions Code §26055(h). This subdivision is in effect through July 1, 2019, and specifically exempts from environmental review the adoption of an ordinance or regulation by a local jurisdiction if the ordinance or regulation requires discretionary review, including environmental review, and approval of local permits or licenses for commercial cannabis activity.

Note: The requested updated map depicting the current allowable locations of Cannabis Retailers is currently under development and will be present at or prior to the meeting.

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING CHAPTER 8 IN DIVISION 6, SECTION 9176 IN ARTICLE 16, CHAPTER 2 IN DIVISION 9, TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9261 IN ARTICLE 20, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE.

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

SECTION 1

Chapter 8 in Division 6 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *”):

**CHAPTER 8
CANNABIS RETAILERS**

§5700 FINDINGS AND PURPOSE

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

- A. In 1970, Congress enacted the Controlled Substances Act ("CSA") which, among other things, makes it illegal to import, manufacture, distribute, possess or use marijuana in the United States.
- B. In 1996, the voters of the State of California approved Proposition 215, or the Compassionate Use Act of 1996, codified at Health and Safety Code section 11362.5 et seq. (the "Act").
- C. The Act creates a limited exception from criminal liability for seriously ill persons who are in need of medical marijuana for specified medical purposes and who obtain and use medical marijuana under limited, specified circumstances.
- D. On January 1, 2004, SB 420 went into effect. SB 420, codified as Health and Safety Code sections 11362.7 through 11362.83 and known as the "Medical Marijuana Program" ("MMP") was enacted by the State Legislature to clarify the scope of the act and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420.
- E. After the enactment of the MMP and in response to the MMP's explicit reservation of local authority to regulate medical marijuana cultivation and distribution, the City Council took legislative notice of the fact that California cities and counties that had permitted the establishment of medical marijuana dispensaries had experienced serious adverse impacts associated with and resulting from such dispensaries, including an increase in crime, including burglaries, robberies, violence, illegal sales of marijuana, use of marijuana by minors and other persons without medical need in the areas immediately surrounding such medical marijuana dispensaries; and malodorous smells, indoor fire hazards, mold, fungus, and pests caused by indoor cultivation at dispensaries.
- F. To address these potential adverse impacts, in 2007, the City Council enacted Ordinance 1095, §1 ("Medical Marijuana Dispensaries Ordinance"), which prohibited and declared a public nuisance medical marijuana dispensaries in the City of Ukiah.

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

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

I. In order to maintain local control over the regulation of commercial cannabis activities in the City, in 2017, the City Council enacted Ordinance 1176, ("Medical Marijuana Dispensaries Ordinance II"), which regulates the operation of and sets forth a local permitting process for medical marijuana dispensaries in the City of Ukiah.

J. On November 9, 2016, the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA" or "Proposition 64") to legalize the recreational use of marijuana in California for individuals 21 years of age and older was approved by the voters of the State of California.

K. In June of 2017, the California Legislature passed Senate Bill 94, which was signed by the Governor and went into effect immediately, and which repealed MMRSA entirely and merged certain portions of that law with AUMA to create a more comprehensive regulatory structure for both medical and recreational marijuana.

L. The new comprehensive regulatory system created by Senate Bill 94, intended to regulate all commercial cannabis uses in the State, is called the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA").

M. The Act, MMP, AUMA, and MAUCRSA do not prevent a city from using its constitutional authority to enact nuisance, health and safety, and land use regulations regarding dispensaries or other commercial cannabis uses.

N. The City Council believes that a regulated environment for commercial cannabis is preferable to an unregulated black market and, as such, desires to regulate all commercial cannabis businesses operating in the City of Ukiah, including cannabis retailers that sell cannabis for non-medical use, in a manner that mitigates potential negative impacts, prevents cannabis from reaching minors or the illicit market, preserves public health and safety, protects the environment, provides diverse economic opportunities, and implements the City's General Plan.

O. To protect the public health, safety, and welfare, it is the desire of the City Council to modify the City Code consistent with the MMP, the AUMA, and the MAUCRSA, regarding the location and operation of cannabis dispensaries, delivery of cannabis within the boundaries of

the City, regulation of cannabis-related special events, and cultivation of cannabis within the boundaries of the City.

P. There have been a number of marijuana dispensing-related incidents in California, some including acts of violence.

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

R. It is the City Council's intention that nothing in this chapter shall be construed to (1) allow persons to engage in conduct that endangers others or causes a public nuisance; (2) allow the illegal use of cannabis, particularly the use of cannabis by minors who are not qualified patients; or (3) allow any activity relating to the distribution or consumption of cannabis that is otherwise illegal.

S. This Chapter provides the development, operating, and permit standards for all commercial, retail cannabis uses to ensure neighborhood compatibility, minimize potential environmental impacts, mitigate potential nuisances, provide safe access to cannabis and provide opportunities for economic development.

T. This Chapter is compatible with the general objectives of the General Plan, in that a cannabis dispensary use will be conditionally permitted in commercial and industrial districts, being similar to other permitted and conditionally permitted uses, such as pharmacies and medical clinics in the case of medical cannabis dispensaries and bars or cocktail lounges in the case of dispensaries serving adult use patrons, and in that the use will be subject to strict permit conditions and rigorous review.

U. This Chapter will not be detrimental to the public health, safety and general welfare or adversely affect the orderly development of property, because the uses permitted under this chapter will be subject to careful review, limited in scope and location, and subject to strict operating requirements, avoiding or limiting potential negative effects.

V. It is the purpose and intent of this Chapter to regulate cannabis dispensaries in order to promote the health, safety, morals, and general welfare of residents and businesses within the City.

§5701 INTERPRETATION AND APPLICABILITY

A. This chapter is not intended to create a positive conflict with the CSA, but rather to implement the AUMA, the MAUCRSA, and related State laws.

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

C. Nothing in this chapter is intended, nor shall it be construed, to make legal any cultivation, transportation, sale, or other use of marijuana that is otherwise prohibited under California law.

D. All retail sales and delivery of cannabis within City limits shall be subject to the provisions of this chapter, even if the retail sales and delivery existed or occurred prior to adoption of this chapter.

E. Nothing in this chapter is intended, nor shall it be construed, to allow or permit any "commercial cannabis activity," as defined in Business and Professions Code section 26001(k) or as may be amended, or any commercial or noncommercial activity involving marijuana use for any purpose that is not otherwise authorized in the Ukiah City Code.

§5702 DEFINITIONS

For the purposes of this chapter, the following words and phrases shall have the following meaning:

A. "Accessory building" shall have the same meaning as set forth in section 9278 of this code.

B. "Adult-use" means a person over the age of 21 with a valid state ID, who is qualified to purchase cannabis from an established cannabis business.

C. "Applicant" means a person who is required to file an application for a permit under this chapter, including an individual owner, managing partner, officer of a corporation, or any other operator, manager, employee, or agent of a dispensary.

D. "Cannabis" means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, or any other strain or varietal of the genus *Cannabis* that may exist or hereafter be discovered or developed that has psychoactive or medicinal properties, whether growing or not, including the seeds thereof. "Cannabis" also means marijuana as set forth Section 11032 of the Health and Safety Code, and as defined by other applicable state law. "Cannabis" does not mean "industrial hemp" as defined by Section 11018.5 of the Health and Safety Code. Cannabis is classified as an agricultural product separately from other agricultural crops.

E. "Cannabis Operator" or "Operator" means the person or entity that is engaged in the conduct of any commercial Medical or Adult Use Cannabis business.

F. "Cannabis Product" means a cannabis product, means cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients, and intended to be sold for either Medical or Adult Use.

G. "Cannabis Retailer" or "Cannabis Retail" means a facility where Medical or Adult Use Cannabis or Medical or Adult Use Cannabis Products are offered, either individually or in any combination, for retail sale, including an establishment that delivers Cannabis or Cannabis Products as part of a retail sale. Also known as a Cannabis Dispensary or Dispensary.

H. "City" means the City of Ukiah.

I. "Delivery" means the commercial transfer of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform.

- J. "Dispensary" means a facility, whether fixed or mobile, operated in accordance with State and local laws and regulations, where cannabis and/or cannabis products are offered for retail sale, including an establishment that delivers cannabis and/or cannabis products as part of a retail sale.
- K. "Dispensary Use Permit" means a permit required to operate a Cannabis Retail business within the City and that is issued pursuant to this chapter.
- L. "Drug paraphernalia" or "paraphernalia" shall have the same definition as set forth in section 6071 of this code.
- M. "Edible Cannabis Product" means a cannabis product that is intended to be used, in whole or in part, for human consumption, including, but not limited to, chewing gum, but excluding products set forth in Division 15 (commencing with Section 32501) of the Food and Agricultural Code. An edible cannabis product is not considered food, as defined by Section 109935 of the Health and Safety Code, or a drug, as defined by Section 109925 of the Health and Safety Code.
- N. "Identification card" shall have the same definition as in California Health and Safety Code section 11362.7, and as it may be amended.
- O. "Medical cannabis" or "medicinal cannabis" means cannabis that is intended to be used for medical cannabis purposes in accordance with the Compassionate Use Act, MMP, and the MAUCRSA.
- P. "On site" means an activity or accessory use that is related to the primary use – i.e., lawful, retail distribution of cannabis – and is located on the same legal parcel as the primary use.
- Q. "Owner" shall have the same definition as in California Business and Professions Code section 26001, and as it may be amended.
- R. "Permittee" means the person to whom a Dispensary Use Permit is issued.
- S. "Person" means any individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character.
- T. "Person with an identification card" shall have the same definition as set forth in California Health and Safety Code section 11362.7, and as it may be amended.
- U. "Physician" means a licensed medical doctor (M.D.) or a doctor of osteopathic medicine (D.O.).
- V. "Premises" means the designated structure or structures and land specified in the Dispensary Use Permit application that is owned, leased, or otherwise held under the control of the applicant where the commercial cannabis retail activity will be or is conducted. The premises shall be a contiguous area and shall only be occupied by one permittee.
- W. "Primary caregiver" shall have the same definition as set forth in California Health and Safety Code section 11362.7, and as it may be amended.

X. "Qualified patient" shall have the same definition as set forth in California Health and Safety Code section 11362.7, and as it may be amended.

Y. "School" means an institution of learning for minors, whether public or private, offering a regular course of instruction required by the California Education Code. This definition includes an elementary school, middle or junior high school, senior high school, or any special institution of education, but it does not include a vocational or professional institution of higher education, including any other college or university.

Z. "Use permit" shall have the same definition as set forth in section 9261 of this code and as it may be amended.

AA. "Youth-oriented facility" means a public park, church, museum, library, or licensed daycare facility.

BB. "Zoning administrator" means the Zoning Administrator of the City of Ukiah or the authorized representative thereof.

§5703 DISPENSARY USE PERMIT REQUIRED TO OPERATE

A. It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted or carried on, in or upon any premises in the City the operation of a Cannabis Retail business unless the person first obtains and continues to maintain in full force and effect a Dispensary Use Permit from the City as required in this chapter.

B. Any operation of a dispensary, cultivation of cannabis in conjunction with operation of a dispensary, or delivery of cannabis permitted by the City shall be conducted in accordance with this Chapter, the City's zoning and land use ordinances, and all laws pertaining to the equivalent license classification under State law.

The City recognizes that State law requires dual licensing at the state and local level for all Cannabis Businesses (Medical and Adult Use). All Cannabis Retailers shall therefore be required to diligently pursue and obtain a State cannabis license and shall comply at all times with all applicable State licensing requirements and conditions, including, but not limited to, operational standards such as, by way of illustration but not limitation, background checks, prior felony convictions, restrictions on multiple licenses and license types, and locational criteria.

Failure to demonstrate dual licensing in accordance with this Chapter and within any deadlines established by State law shall be grounds for revocation of City approval. Revocation of a local Dispensary Use Permit and/or a State license shall terminate the ability of the Cannabis Retailer to operate until a new Permit and/or State license is obtained.

C. The grant of a Dispensary Use Permit by the City shall not create an entitlement or vested right in the permittee to any permit or license to operate any other commercial cannabis businesses.

§5704 TERM OF PERMITS AND RENEWALS REQUIRED

A. Dispensary Use Permits issued under this chapter shall expire one year following the date of their issuance which date shall appear on the face of the permit.

B. Dispensary Use Permits may be renewed by the Zoning Administrator for additional one-year periods upon application by the permittee, unless the permit is suspended or revoked in accordance with the provisions of this chapter.

C. Applications for renewal shall be made at least forty-five (45) days before the expiration date of the permit and shall be accompanied by the nonrefundable application fee referenced in section 5706 of this Code and all information necessary for the Zoning Administrator to evaluate the renewal request in light of the criteria listed in subsection F of this section. In acting on an application for renewal, the Zoning Administrator shall follow the procedures set forth in Section 5711B and C, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator. Upon timely application to renew a permit, the permit being renewed shall remain in effect until final action is taken to grant or deny the renewal application.

D. Applications for renewal made less than forty-five (45) days before the expiration date shall be processed in the same manner as a timely renewal application but shall not stay the expiration date of the permit.

E. Renewal applications shall be subject to duly noticed public hearings in accordance to the procedures set forth for minor use permit applications in Section 9262 of this Code.

F. In determining whether to renew a Dispensary Use Permit, the Zoning Administrator will consider the following nonexclusive criteria, in addition to those criteria set forth in this Chapter at Section 5710 of this Code:

1. Whether the dispensary operated by the permittee has generated an excessive number of calls for police service compared to similarly situated businesses of the same size as the dispensary.
2. Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, or lewd conduct.
3. Whether the dispensary operated by the permittee has a history of inadequate safeguards or procedures that show it is likely that it will not comply with the operating requirements and standards in this chapter.
4. Whether the dispensary has failed to pay fees, penalties, or taxes required by this Code or has failed to comply with the production of records or other reporting requirements of this chapter.
5. Whether it appears that the permittee has, in its renewal application, provided a false statement of material fact or has knowingly omitted a material fact.
6. Whether the renewal applicant or one or more of its officers, employees, partners, managers or members with management responsibilities ("Managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of a dispensary operator. A "conviction" within the meaning of this chapter means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any Manager has been convicted of a felony, if the

person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted.

7. Whether the renewal applicant or dispensary has previously or is currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

G. The Zoning Administrator shall make findings of fact and either grant, grant conditionally, or deny the application for renewal of a Dispensary Use Permit. An applicant aggrieved by the Zoning Administrator's decision to issue or to deny a Dispensary Use Permit renewal may appeal such decision to the Planning Commission by filing an appeal. All determinations of the Zoning Administrator regarding Dispensary Use Permit renewals shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning Department within ten (10) days of the date the decision was made. The appeal fee will be in addition to the nonrefundable renewal application fee. Appeals may be filed by an applicant.

The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the applicable procedures as set forth in section 9266 of this Code, except that all references therein to the City Council shall be deemed to refer to the Planning Commission. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Zoning Administrator. All Planning Commission decisions on appeals of the Zoning Administrator's decision with regard to an application for a Dispensary Use Permit renewal are final for the City.

§5705 GENERAL TAX LIABILITY

As a prerequisite to obtaining a permit pursuant to the terms hereof, an operator of a dispensary shall also be required to apply for and obtain a business license or exemption from the City of Ukiah and obtain a seller's permit or exemption from the State Board of Equalization pursuant to Division 2, Part 2, Chapter 2, Article 2 of the Cal. Revenue and Taxation Code, commencing with section 6066e. Dispensary sales shall be subject to sales tax consistent with State law.

§5706 IMPOSITION OF FEES

Every application for a Dispensary Use Permit or renewal shall be accompanied by an application fee, as established by resolution of the City Council from time to time. This application or renewal fee shall not include fingerprinting, photographing, and background check costs and shall be in addition to any other business license fee or permit fee imposed by this cCode or other governmental agencies. Fingerprinting, photographing, and background check fees will be as established by resolution adopted by the City Council from time to time.

§5707 LIMITATION ON LOCATION OF DISPENSARIES

A. A Medical Cannabis Dispensary may be located within CN zoning district., . A Dispensary, including both Medical Cannabis and Adult Use Dispensaries, may be located in zoning districts as set forth in Division 9, Chapter 2 of this Code.

B. A dispensary shall be in a visible location that provides good views of the dispensary entrance, windows and premises from a public street.

C. A dispensary shall not be allowed in the following areas at the time of its permitted establishment:

1. Within six hundred feet (600') of a school, with that distance measured as the horizontal distance in a straight line from the property line of the school to the closest property line of the lot on which the dispensary is to be located without regard to intervening structures, pursuant to California Health and Safety Code section 11362.768; or
2. Within two hundred fifty feet (250') of a youth-oriented facility other than a school, or another dispensary, with that distance measured by street frontage from the property line of the youth-oriented facility to the closest property line of the lot on which the dispensary is to be located, and not radial distance; or
3. Abutting, on any side of the parcel upon which the dispensary is located, a parcel occupied by a youth-oriented facility, a school, or another dispensary; or
4. Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation.
5. On a parcel having a residential unit, or on a parcel directly abutting a residentially zoned property, unless there are intervening nonresidential uses between the dispensary and the residential unit or the residentially zoned property that the Planning Commission or, on appeal, the City Council determines sufficient to provide an appropriate separation.

D. A waiver of the provisions in subsections C2 through 5 of this section may be granted if the applicant demonstrates on plans and materials presented for review and the Planning Commission determines that a physical barrier or other condition exists which achieves the same purpose and intent as the distance separation requirements established herein, and that, as a result, the Planning Commission makes a finding of no adverse impact resulting from the proposed location of the dispensary.

§5708 OPERATING REQUIREMENTS

Dispensary operations shall be established and managed only in compliance with the following standards:

A. Criminal History: Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a dispensary on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Business and Professions Code Section 26057(b)(4), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted. In addition, notwithstanding the above, a prior conviction, where the sentence, including any term of probation, incarceration, or supervised release, is completed, for possession of, possession for sale, sale, manufacture, transportation, or cultivation of cannabis or cannabinoid preparations, is

not considered related to the qualifications, functions, or duties of a permittee, and shall not be the sole ground for denial of an application.

B. Minors:

1. It is unlawful for any permittee, operator, or other person in charge of any dispensary to employ any person who is not at least twenty-one (21) years of age.
2. Persons under the age of eighteen (18) shall not be allowed on the premises of a Dispensary unless they are a qualified patient or a primary caregiver, they are in the presence of their parent or guardian, and the Dispensary in question dispenses cannabis for medical use.
3. The entrance to a Dispensary shall be clearly and legibly posted with a notice indicating that persons under the age of eighteen (18) are precluded from entering the premises unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian. For a Dispensary that serves only Adult Use patrons, the entrance shall be clearly and legibly posted with a notice indicating that persons under the age of twenty-one (21) are precluded from entering the premises.
4. The burden of proof is on the Dispensary personnel to establish compliance with this subsection B by clear and convincing evidence.

C. Dispensary Access:

1. The entrance into the dispensary building shall be locked at all times with entry strictly controlled; e.g., a buzz-in electronic/mechanical entry system with a vestibule is highly encouraged. A viewer shall be installed in the door that allows maximum angle of view of the exterior entrance.
2. Dispensary personnel shall monitor site activity, control loitering and site access.
3. Only dispensary staff, primary caregivers, qualified patients and persons with bona fide purposes for visiting the site shall be allowed on the premises at a dispensary that provides medical cannabis only. For dispensaries serving Adult Use patrons, only dispensary staff, persons over the age of twenty-one (21), and persons with bona fide purposes for visiting the site shall be allowed on the premises.
4. Potential patients or caregivers shall not visit a medical cannabis dispensary without first having obtained a valid written recommendation from their physician recommending use of medical cannabis.
5. Only a primary caregiver and qualified patient or persons over the age of twenty-one (21) shall be in the designated dispensing area with dispensary personnel. All other authorized visitors shall remain in the designated waiting area in the front entrance/lobby.
6. Restrooms shall remain locked and under the control of management.

D. Dispensing Operations:

1. The dispensary may dispense no more dried medical cannabis or plants or cannabis products per qualified patient or caregiver than permitted in strict accordance with California Health and Safety Code section 11362.77 and any other applicable State law, and as amended, and may sell cannabis or cannabis products for Adult Use to an individual only in an amount consistent with personal possession and use limits allowed by the State

2. A dispensary selling medical cannabis shall only dispense medical cannabis to qualified patients or caregivers with:

a. A currently valid physician's approval or recommendation in compliance with the criteria in California Health and Safety Code Division 10, Chapter 6, Article 2.5 and as it may be amended, and valid official identification, such as a Department of Motor Vehicles driver's license or State identification card; or

b. A currently valid California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

3. For qualified patients or caregivers without a California Medical Marijuana Identification Card or a Patient ID Center Identification Card, prior to dispensing medical cannabis, the dispensary shall obtain verbal, online, or signed verification from the recommending physician's office personnel that the individual requesting medical cannabis is a qualified patient.

4. A dispensary shall not have a physician on site to evaluate patients and provide a recommendation for medical cannabis.

5. For Cannabis Retailers dispensing medical cannabis, patient records shall be maintained and verified as needed, and at least annually verified with the qualifying patient's medical doctor or doctor of osteopathy unless the patient has provided a California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

6. Information on prior year's operations shall be provided annually, as required in this Chapter. The operator shall adjust the operations as necessary to address issues.

E. Hours of Operation: Hours of operation are limited to nine o'clock (9:00) A.M. to nine o'clock (9:00) P.M., seven (7) days a week.

F. Consumption Restrictions:

1. Cannabis shall not be consumed on the premises of the dispensary. The term "premises" includes the actual building, as well as any accessory structures, parking areas, or other surroundings within two hundred feet (200') of the dispensary's entrance.

2. Dispensary operations shall not result in illegal redistribution of cannabis obtained from the dispensary, or use in any manner that violates local, State or City codes.

3. No person may consume cannabis, by smoking or vaporization, in any public places. Public places shall include, but are not limited to, City owned parks and/or City sponsored events where designated as nonsmoking areas by resolution of the City

Council, streets, sidewalks, alleys, highways, public parking lots as defined in section 6000 of this Code and as amended, enclosed places and places of employment as defined in sections 4503 and 4505 of this Code and as amended, and any other property owned or leased by the City, or in which the City holds a right-of-way easement, and which is open to members of the general public, except while actively passing through on the way to another destination. Nothing in this section is intended, nor shall it be construed, to be inconsistent with the California Indoor Clean Air Act of 1976, Health and Safety Code Section 118875 et seq. and as amended.

G. Retail Sales and Cultivation:

1. No cannabis shall be cultivated on the premises of the dispensary, except in compliance with this Chapter and with sections 6093 and 9254 of this Code and applicable State laws and regulations.

a. Except for immature nursery stock marijuana plants, or clones, that are not intended to be raised to maturity by the dispensary but instead sold to qualified patients and patrons, marijuana plants grown by the dispensary shall only be utilized for production of processed marijuana to dispense to patients or sell in legal quantities to eligible Adult Use patrons.

b. A security plan for the growing area shall be submitted to the Ukiah Police Chief for review and approval. Such plan shall include: security alarms and surveillance systems; physical measures to prevent access to the area by anyone other than dispensary staff; and physical measures to prevent vehicle penetration of the growing area.

c. The cultivation area shall include a one-hour firewall assembly and shall not create excessive humidity or mold conditions. The cultivation area shall have an air treatment system that prevents odors generated from the cultivation of marijuana on the dispensary property from being detected by any reasonable person of normal sensitivity outside the dispensary property, as set forth in subsection H4 of this section. The cannabis cultivation area shall be in compliance with the current, adopted edition of the California Building Code as regards natural ventilation or mechanical ventilation.

d. Cultivation facilities are strongly encouraged to utilize the most water-efficient and environmentally responsible cultivation practices available. The City reserves the right to require annual reports on cultivation facility practices, including but not limited to cultivation mediums and water use methods.

e. The cultivation use shall comply with applicable stormwater, wastewater, and Building Code requirements and any applicable State or Federal law, including the Clean Water Act, 33 USC section 1251 et seq.

2. With the approval of the Planning Commission, a dispensary may conduct or engage in the commercial sale of specific products, goods or services in addition to the provision of cannabis and other items permitted by these regulations on terms and conditions consistent with this Chapter and applicable law.

3. Up to one hundred fifty (150) square feet of the total square footage of the dispensary may be utilized for display and sales of devices necessary for administering cannabis, including but not limited to rolling papers and related materials and devices, pipes, water pipes, and vaporizers.
4. Retail sales of cannabis that violate California law or this chapter are expressly prohibited.
5. A dispensary shall meet all the operating criteria for the sale of cannabis as is required pursuant to applicable State laws and regulations.

H. Operating Plans:

1. Floor Plan: A dispensary shall have a lobby waiting area at the entrance to receive clients, and a separate and secure designated area for dispensing cannabis to qualified patients or designated caregivers or to eligible Adult Use patrons. The primary entrance shall be located and maintained clear of barriers, landscaping and similar obstructions so that it is clearly visible from public streets, sidewalks or site driveways.
2. Storage: A dispensary shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of cannabis.
3. Minimum Staffing Levels: The premises shall be staffed with at least one person during hours of operation who shall not be responsible for dispensing cannabis.
4. Odors Control: The dispensary shall have an air treatment system that prevents odors generated from the storage and cultivation of cannabis on the dispensary property from being detected by any reasonable person of normal sensitivity outside the dispensary property. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.
5. Security Plans: A dispensary shall provide adequate security on the premises, as approved by the Chief of Police and reviewed by the Planning Commission, including lighting and a premises and panic alarm system monitored by a licensed operator, to ensure the safety of persons and to protect the premises from theft.
6. Security Cameras: Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities. The security surveillance system shall comply with current State standards for digital video surveillance systems to be installed on the premises of licensed Cannabis businesses, currently codified in the Cal. Code of Regulations, Title 16, Section 5044, and as may be amended.
7. Security Video Retention: Security video shall be maintained for ninety (90) days. In the event of a crime on site or anywhere within range of the dispensary's security cameras, the dispensary shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience.

8. Alarm System: Professionally monitored premises and panic alarm system shall be installed and maintained in good working condition.

9. Emergency Contact: A dispensary shall provide the Chief of Police with the name, e-mail address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the dispensary. The dispensary shall make every good faith effort to encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.

I. Signage and Notices:

1. A notice shall be clearly and legibly posted in the dispensary indicating that smoking, ingesting or consuming cannabis on the premises or in the vicinity of the dispensary is prohibited. The notice shall be posted in both English and Spanish.

2. Signs on the premises shall not obstruct the entrance or windows.

3. Address identification shall comply with illuminated address signs requirements.

4. Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with section 3227 of this Code and any other City Code provisions regulating signage.

J. Employee Records: Each owner or operator of a dispensary shall maintain a current register of the names of all volunteers and employees currently working at or employed by the dispensary, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this chapter.

K. Patient Records: Information identifying the names of patients, their medical conditions, or the names of their primary caregivers is confidential and such disclosure is prohibited pursuant to the Federal Health Insurance Portability and Accountability Act of 1996 (42 USC section 1320d et seq.) and the Confidentiality of Medical Information Act (California Civil Code section 56 et seq.). In order to protect patient confidentiality, the dispensary shall maintain records of all qualified patients with a valid identification card and primary caregivers with a valid identification card using only the identification card number issued by the State, or its agent, pursuant to California Health and Safety Code section 11362.7 et seq. Such records may be maintained on or off site, and shall be made available for inspection by any City official authorized to enforce this chapter for purposes of determining compliance with the requirements of this chapter.

L. Staff Training: Dispensary staff shall receive appropriate training for their intended duties to ensure understanding of rules and procedures regarding dispensing in compliance with State and local law, and the dispensary shall employ properly trained or use professionally hired security personnel in accordance with the conditions of its permit. All security personnel hired or contracted for by the Dispensary shall comply with Chapters 11.4 and 11.5 of Division 3 of the Business and Professions Code, or as may be amended.

M. Site Management:

1. The operator of the establishment shall take all reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours if directly related to the patrons of the subject dispensary.

a. "Reasonable steps" shall include calling the police in a timely manner; and requesting those engaging in objectionable activities to cease those activities, unless personal safety would be threatened in making the request.

b. "Nuisance" includes, but is not limited to, disturbances of peace, open public consumption of marijuana or alcohol, excessive pedestrian or vehicular traffic, illegal drug activity, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct or excessive police detentions and arrests.

2. The operator shall take all reasonable steps to reduce loitering in public areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours.

3. The operator shall provide dispensary patients and patrons with a list of the rules and regulations governing cannabis use and consumption within the City and recommendations on sensible cannabis etiquette.

N. Compliance with Other Requirements: The operator shall comply with all applicable provisions of local, State or Federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

O. Confidentiality: The information provided for purposes of this section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court order.

P. Display of Permit: Every dispensary shall display at all times during business hours the permit issued pursuant to the provisions of this chapter for such dispensary in a conspicuous place so that the same may be readily seen by all persons entering the dispensary.

Q. Reporting and Payment of Fees: Each permittee shall file an annual statement with the Planning Department: (1) indicating the number of patients served by the dispensary within the previous calendar year, if applicable, (2) the continuing accuracy of the information in the prior year's Dispensary Use Permit application, (3) documenting any changes or additions to that information as of the date for renewal of the Permit, any citizen complaints, City Code violations, and calls for law enforcement during the prior year, the applicant's compliance with applicable City and State law governing the operation of Dispensaries, and (4) including any additional information the Planning Department deems necessary to administer this chapter, and pay all annual permit fees.

R. Alcoholic Beverages: No Dispensary shall hold or maintain a license from the State Division of Alcoholic Beverage Control for the sale of alcoholic beverages, or operate a business on the premises that sells alcoholic beverages. No alcoholic beverages shall be allowed or consumed on the premises.

S. Inspections: During normal business hours, Dispensaries permitted under this chapter shall provide access for administrative inspections by City officials or officers or consultants hired by the City to verify compliance with this chapter. Any Dispensary's refusal to comply with this section shall be deemed a violation of this chapter.

T. Notification of Theft, Loss, and Criminal Activity: Cannabis Retailer businesses shall comply with the California Code of Regulations, Title 16, Section 5036, or as may be amended, by notifying the applicable State authorities and the Ukiah Police Department within 24 hours of discovery of any of the following situations:

1. A significant discrepancy in the Retailer's inventory.
2. The Operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the Retailer.
3. The Operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity by an agent or employee of the Retailer pertaining to the operations of the Retailer.
4. The Operator becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, patrons, or the Retailer's employees or agents.
5. The Operator becomes aware of or has reason to suspect any other breach of security.

The notification shall be in writing and include the date and time of occurrence of the theft, loss, or criminal activity and a description of the incident including, where applicable, the item(s) that were taken or lost.

§5709 APPLICATION PREPARATION AND FILING

A. Application Filing: A complete Dispensary Use Permit application submittal packet shall be submitted in accordance with section 9262 of this Code, including a detailed written statement as to how the proposed dispensary complies with sections 5707 and 5708 of this Code, and any other information or submissions required by this chapter. All applications for Dispensary Use Permits shall be filed with the Planning Department, using forms provided by the City, and accompanied by the applicable filing fee and any other applicable fees or charges. It is the responsibility of the applicant to provide information required for approval of the permit. The application shall be made under penalty of perjury.

B. Eligibility for Filing: Applications may only be filed by the owner of the subject property, or person with a lease signed by the owner or duly authorized agent allowing them to occupy the property for the intended use. If the applicant is a lessee, a copy of the duly executed lease currently in effect must accompany the application.

C. Filing Date: The filing date of any application shall be the date when the City receives the last submission of information or materials required in compliance with the submittal requirements specified herein.

D. Effect of Incomplete Filing: Upon notification that an application submittal is incomplete, the applicant shall submit any additional documents or information required to complete the

application within thirty (30) days of the date the applicant is notified in writing by the Planning Department that the application is incomplete. If the applicant fails to complete the application within said thirty (30) days, the application shall be deemed withdrawn and a new application submittal that complies with subsections A and F of this section shall be required in order to proceed with the application.

E. Effect of Other Permits or Licenses: The fact that an applicant possesses other types of State or City permits or licenses does not exempt the applicant from the requirement of obtaining a Dispensary Use Permit.

F. Submittal Requirements: Any application for a Dispensary Use Permit shall include the following information:

1. Applicant(s) Name: The full name (including any current or prior aliases, or other legal names the applicant is or has been known by, including maiden names), present address, and telephone number of the applicant;
2. Applicant(s) Mailing Address: The address to which notice of action on the application is to be mailed;
3. Previous Addresses: Previous addresses for the past five (5) years immediately prior to the present address of the applicant;
4. Verification of Age: Written proof that the applicant is over the age of twenty-one (21) years of age;
5. Physical Description: Applicant's height, weight, color of eyes and hair;
6. Photographs: Passport quality photographs for identification purposes;
7. Employment History: All business, occupation, or employment of the applicant for the five (5) years immediately preceding the date of the application;
8. Tax History: The dispensary business tax history of the applicant, including whether such person, in previously operating in this or another city, county or state under license has had a business license revoked or suspended, the reason therefor, and the business or activity or occupation in which the applicant engaged subsequent to such action of suspension or revocation;
9. Management Information: The name or names and addresses of the person or persons having the management or supervision of applicant's business;
10. Criminal Background: A background investigation verifying whether the person or person having the management or supervision of applicant's business has been convicted of a crime(s), the nature of such offense(s), and the sentence(s) received therefor;
11. Employee Information: Number of employees, volunteers, and other persons who will work at the dispensary;

12. Plan of Operations: A plan of operations describing how the dispensary will operate consistent with the intent of State law and the provisions of this chapter, including but not limited to:

- a. Ensuring that the dispensary will not engage in retail sales of cannabis that violate California law or this chapter.
- b. Controls that will assure cannabis will be dispensed or sold to qualifying patients or caregivers or eligible Adult Use patrons only.
- c. Controls that will ensure access to dispensary premises is adequately monitored and restricted to preapproved qualified patients and caregivers or to eligible Adult Use Patrons only.

13. If delivery services will be provided, the application shall describe the operational plan for delivery services and specific extent of such service, security protocols, and how the delivery services will comply with the requirements set forth in this Chapter, in particular Section 5717, and State law.

14. Written Project Description: A written description summarizing the proposed Dispensary use size, number of patients or patrons, characteristics and intent;

15. Written Response to Dispensary Standards: The applicant shall provide a comprehensive written response identifying how the Dispensary plan complies with each of the standards for review in this chapter, specifically the limitation on location and operating requirements in sections 5707 and 5708 of this Code;

16. Written Response to Criteria for Review Section: The applicant shall provide a written response indicating the method by which each of the criteria for review enumerated in section 5710 of this Code has been satisfied;

17. Security Plan: A detailed security plan outlining the proposed security arrangements for ensuring the safety of persons and to protect the premises from theft. The plan shall include installation of security cameras, a premises and panic alarm system monitored by a licensed operator, and a security assessment of the site conducted by a qualified professional;

18. Floor Plan: A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the dispensary. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six inches (6");

19. Site Plan: A sketch or diagram showing exterior configuration of the premises, including the outline of all structures, parking and landscape areas, and property boundaries. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions to an accuracy of plus or minus six inches (6");

20. Accessibility Evaluation: A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements;

21. Neighborhood Context Map: An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the dispensary, and: (a) the property lines of any school within six hundred feet (600') of the property line of the dispensary for which a permit is requested, (b) the property lines of any dispensary within two hundred fifty feet (250') of the primary entrance of the dispensary for which a permit is requested, and (c) the property lines of any youth-oriented facility or residential zone or use within two hundred fifty feet (250') of the primary entrance of the dispensary;

22. Lighting Plan: A lighting plan showing existing and proposed exterior premises and interior lighting levels that would be the minimum necessary to provide adequate security lighting for the use and comply with all City standards regarding lighting design and installation. All lighting shall be fully hooded and downcast, and shall not shine towards the night sky, adjacent property or any street;

23. City Authorization: Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

24. Statement of Owner's Consent: A statement in writing by the applicant that he or she certifies under penalty of perjury that the applicant has the consent of the property owner and landlord to operate a dispensary at the location;

25. Applicant's Certification: A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct;

26. Other Information: Such other information as deemed necessary by the Planning Department to demonstrate compliance with this Chapter including all City and State codes, including operating requirements established in this chapter.

G. Renewal: Applications for one-year renewal shall be accompanied by the following minimum information:

1. The operator shall report the number of patients or patrons served and pay applicable fees, as required by this Chapter.

2. The operator shall provide a detailed description of any adjustments and changes proposed or that have occurred in dispensary operations to address issues, or comply with laws.

3. The operator shall identify any problems encountered during operations and how they have been addressed.

4. The operator shall identify how the dispensary has managed its operations to comply with the operating requirements of this chapter and with State law.

§5710 CRITERIA FOR REVIEW

In addition to the findings required in section 9262 of this Code, the Planning Commission shall consider the following criteria in determining whether to grant or deny a Dispensary Use Permit,

and the Zoning Administrator shall consider the following criteria in determining whether to grant or deny renewals of a Dispensary Use Permit:

- A. That the Dispensary Use Permit is consistent with the intent of the Compassionate Use Act of 1996, the AUMA, the MAUCRSA, and related State law, the provisions of this Chapter and the City Code, including the application submittal and operating requirements herein.
- B. That the Dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).
- C. That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing Dispensary location.
- D. That an applicant or employee is not under twenty-one (21) years of age.
- E. That all required application materials have been provided and/or the Dispensary has operated successfully in a manner that shows it would comply with the operating requirements and standards specified in this chapter.
- F. That all required application or annual renewal fees have been paid and reporting requirements have been satisfied in a timely manner.
- G. That the location is not prohibited by the provisions of this chapter or any local or State law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from dispensary operations.
- H. That the site plan, floor plan, and security plan have incorporated features necessary to assist in reducing potential crime-related problems and as specified in the operating requirements in section 5708 of this Code. These features may include, but are not limited to, security on site; procedure for allowing entry; openness to surveillance and control of the premises, the perimeter, and surrounding properties; reduction of opportunities for congregating and obstructing public ways and neighboring property; illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.
- I. That no Dispensary use, owner, operator, permittee, agent, or employee has violated any provision of this chapter including grounds for suspension, modification or revocation of a permit.
- J. That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.
- K. That the dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.

L. That any provision of the City Code or condition imposed by a City issued permit, or any provision of any other local or State law, regulation, or order, or any condition imposed by permits issued in compliance with those laws has not been violated.

M. That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.

N. That the applicant has not knowingly made a false statement of material fact or has knowingly omitted to state a material fact in the application for a permit.

O. That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee.

P. That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

Q. That adequate parking for medical cannabis dispensaries will be provided at a rate of one space for every two hundred (200) gross square feet of retail space, office space, and similar floor areas, pursuant to section 9198(F)(1) of this Code. Furthermore, that adequate parking for Cannabis Retailers generally will be provided at a rate of one space for every two hundred fifty (250) square feet of gross, leasable space, pursuant to section 9198(B)(1) of this Code. However, if the dispensary to be operated by the applicant does not dispense cannabis to patients or eligible Adult Use patrons on site but services qualified patients and patrons through deliveries in compliance with Section 5717 of this Code, then adequate parking will be provided at a rate of one space for every four hundred (400) square feet of gross leasable space, pursuant to Section 9198(G)(3) of this Code.

§5711 INVESTIGATION AND ACTION ON APPLICATION

After the making and filing of a complete application for the Dispensary Use Permit and the payment of the fees, the applicant shall complete a fingerprint background check and the Police Department shall conduct an investigation of the application. In processing the application:

A. The Planning Department shall refer the application to any other City departments as necessary to complete the review of the application.

B. Following provision of complete application materials, inter-departmental review, and compliance with the California Environmental Quality Act, the Planning Department shall schedule the Dispensary Use Permit for Planning Commission review. In making a decision to grant or deny the application the Planning Commission shall follow the notice and hearing procedures and make the findings required by sections 9262C through F of this Code and shall either grant or deny the application in accordance with the provisions of this chapter.

C. In approving a Dispensary Use Permit, the Planning Commission may impose conditions, restrictions or require revisions to the proposal to comply with the purpose and intent of this chapter.

D. The Planning Department shall cause a written notice of the Planning Commission decision to issue or deny a permit to be mailed to the applicant by U.S. mail.

§5712 APPEAL FROM PLANNING COMMISSION DETERMINATION

A. An applicant aggrieved by the Planning Commission decision to issue or to deny a Dispensary Use Permit may appeal such decision to the City Council by filing an appeal. All determinations of the Planning Commission regarding Dispensary Use Permits shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the City Council within ten (10) days of the date the decision was made. Appeals may be filed by an applicant or any interested party. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken.

B. The City Council shall conduct a duly noticed public hearing on the appeal in accordance to the procedures applicable to an appeal of a decision to grant or deny a use permit as set forth in Division 9, Chapter 2, Article 20 of this Code. At the close of the public hearing, the City Council may affirm, reverse, or modify the appealed decision of the Planning Commission. All City Council decisions on appeals of the Planning Commission's decision with regard to an application for a Dispensary Use Permit are final for the City.

§5713 REVOCATION

A. Any Dispensary Use Permit issued under the terms of this chapter may be revoked by the Zoning Administrator, when it shall appear to the Administrator that the use for which the Permit was granted is not being conducted in compliance with the Permit as conditioned, the permittee has violated any of the requirements of this chapter, or the dispensary is operated in a manner that violates the provisions of this Chapter, including the criteria for review and operating requirements sections, or conflicts with State law.

B. The Zoning Administrator shall conduct revocation proceedings in compliance with section 9262H of this Code, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator. Notice of the hearing required by said section shall be given in compliance with section 9262C of this Code. In addition, notice of the revocation hearing, including a description of the facts and violations relied upon in seeking revocation, shall be served on the permit holder by personal service, overnight courier or registered United States mail, return receipt requested, not later than ten (10) days prior to the hearing. Service shall be deemed complete when received by the permit holder or forty-eight (48) hours after deposit in the United States mail, whichever occurs first. Notice shall be sent to the address as shown on the permit application or to an address which the permit holder has requested in writing that the City use for official communications. The address shall not be a post office box, but must be a physical address.

C. If any person holding a permit or acting under the authority of such permit under this chapter is convicted of a public offense in any court for any offense that would constitute a violation of their Dispensary Use Permit or this Chapter, the Zoning Administrator may revoke such permit forthwith without any further action thereof, other than giving notice of revocation to the permittee.

D. The final decision of the Zoning Administrator to revoke a Dispensary Use Permit may be appealed to the Planning Commission. The appeal hearing shall be conducted in compliance

with Section 9266 of this Code, except that all references therein to the City Council in an appeal of a Zoning Administrator decision shall be deemed to refer to the Planning Commission.

§5714 EFFECT OF REVOCATION

When a final decision has been made revoking any Dispensary Use Permit provided for in this Chapter, no new application for a dispensary use permit shall be accepted from the applicant and no such Permit shall be issued to such person or to any corporation or other business entity, including, but not limited to, a partnership or limited liability company, in which he or she shall have any direct or indirect beneficial, financial or ownership interest for a period of three (3) years after the action revoking the Permit.

§5715 TRANSFER OF PERMITS

A. A permittee shall not operate a dispensary under the authority of a Dispensary Use Permit at any place other than the address of the dispensary stated in the application for the Permit.

B. A permittee shall not transfer ownership or control of a dispensary, including by transferring a controlling interest in the permittee, or transfer a Dispensary Use Permit to another person or entity unless and until the transferee obtains its own Dispensary Use Permit. Any other assignment of a Dispensary Use Permit is prohibited.

C. No Dispensary Use Permit may be transferred when the Zoning Administrator or Planning Commission have notified the permittee that the Permit has been or may be revoked.

D. Any attempt to transfer a Dispensary Use Permit either directly or indirectly in violation of this section is declared void, and the Permit shall be deemed revoked.

§5716 TIME LIMIT FOR FILING APPLICATIONS UPON ANNEXATION

Any dispensary that was legally established in Mendocino County ("County") and which is subsequently annexed into the City must apply for and obtain a Dispensary Use Permit in compliance with the provisions of this chapter within ninety (90) days from the date the annexation becomes effective. Continued operation of a dispensary without a Permit more than ninety (90) days after annexation shall constitute a violation of this chapter, unless an extension of the ninety (90) day period is approved by the Planning Commission upon the applicant's demonstration of reasonable grounds to do so.

§5717 MARIJUANA DELIVERY

A. A permitted dispensary located in the City may deliver marijuana to qualified patients and caregivers and to persons eligible for adult-use at their residence in the City or to the same class of persons outside the City's jurisdiction. Such permissible delivery of marijuana to qualified patients or adults over the age of 21 years within the City limits shall be limited to delivery by lawfully operated, permitted dispensaries located within the jurisdictional limits of the City. Any individual engaging in the activity of delivering cannabis from a permitted dispensary to a qualified patient must have a City of Ukiah business license in accordance with Division 2, Chapter 1, Article 3 of this Code.

All other marijuana delivery is a prohibited activity in the City, except where the City is preempted by Federal or State law from enacting a prohibition on such activity.

B. In conformity with section 6001 of this Code, it shall be unlawful for any qualified individual engaging in the activity of delivering cannabis from a permitted dispensary to a qualified patient to be in an intoxicated condition or under the influence of narcotic drugs within the corporate City limits of the City in, on, or about any automobile, motorcycle, motor vehicle, street car, railroad car or other vehicle.

§5718 VIOLATIONS

A. It is unlawful for any person, individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character to violate any provision or fail to comply with any of the requirements of this chapter.

B. A violation of this Chapter shall be subject to the enforcement and penalties specified in Section 5722 of this Code.

§5719 REMEDIES

This chapter shall be subject to enforcement pursuant to Division 9, Chapter 2, Article 22 of this Code.

§5720 SEPARATE OFFENSE FOR EACH DAY

Any person who violates any provision of this chapter shall be guilty of a separate offense for each and every day during any portion of which any such person commits, continues, permits, or causes a violation thereof, and shall be penalized accordingly.

§5721 HOLD HARMLESS

As a condition of approval of any permit issued pursuant to this chapter for cannabis cultivation, processing, or distribution, the permittee shall indemnify, defend and hold harmless the City of Ukiah and its agents, officers, elected officials, and employees for any claims, damages, or injuries brought by a permittee's clients or employees, adjacent or nearby property owners or other third parties due to permitted uses or operations, and for any expense incurred by City as a result of or in defense of any such claim.

§5722 PENALTIES

A. It shall be unlawful and constitute a misdemeanor for any person to violate the provisions of this chapter, punishable by a fine of not more than one thousand dollars (\$1,000.00) or imprisonment in the County jail for a period of not more than six (6) months or both. This penalty shall not apply, if prohibited by State law.

B. The penalty provided herein is in addition to any other penalty or remedy available at law or in equity, whether civil or criminal, for any violation of this chapter or engaging in activity requiring a City license or permit, including, without limitation, a business license or building permit, without first obtaining such permit or license.

§5723 JUDICIAL REVIEW

Judicial review of a decision made under this chapter may be had by filing a petition for a writ of mandate with the superior court in accordance with the provisions of the California Code of Civil Procedure section 1094.5.

Any such petition shall be filed within ninety (90) days after the day the decision becomes final as provided in California Code of Civil Procedure section 1994.6 which shall be applicable for such actions.

SECTION 2

Article 15.6 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *):

§9173 PURPOSE

Sections 9173.2 through 9173.7 in this article provide site planning, development, and/or operational standards for certain land uses that are allowed in certain zoning districts without discretionary review. The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use.

§9173.1 APPLICABILITY

The land uses and activities included in sections 9173.2 through 9173.7 of this code shall comply with the provisions of the section applicable to the specific land use, in addition to all other applicable provisions of this article and the Ukiah City Code.

A. Where Allowed: The uses that are subject to the standards in sections 9173.2 through 9173.7 of this code shall only be located in the zoning districts indicted herein.

B. Development Standards: The standards for specific land uses included in sections 9173.2 through 9173.7 of this code are required and supplement those included in the Ukiah City Code. In the event of any conflict between the requirements of sections 9173.2 through 9173.7 of this code and those included elsewhere in the City Code, the requirements of sections 9173.2 through 9173.7 of this code shall control.

* * *

SECTION 3

Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by specifying that a Cannabis Retailer is an allowable use with a Dispensary Use Permit (DUP) in the General Urban (GU), Urban Center (UC), and Downtown Core (DC) zoning districts.

SECTION 4

Article 20 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *):

§9261 DISCRETIONARY PLANNING PERMITS

* * *

D. ***

* * *

5.

a. In all Zoning Districts in which they are a permitted use, the following Cannabis Related Businesses shall be considered major uses:

Cannabis Cultivation – Large Indoor.
Cannabis Cultivation – Large Mixed-Light.
Cannabis Cultivation – Medium Indoor.
Cannabis Cultivation – Medium Mixed-Light.
Cannabis Cultivation – Small Indoor.
Cannabis Cultivation – Small Mixed-Light.
Cannabis Cultivation – Specialty Cottage.
Cannabis Cultivation – Specialty Indoor.
Cannabis Cultivation – Specialty Mixed Light.
Cannabis Microbusiness.
Cannabis Nursery.

Major Use Permits issued for Cannabis Related Businesses shall be subject to annual review, and shall be subject to annual review and revocation according to the procedures set forth in Section 9262, subsections K and L of this Article.

b. In all Zoning Districts in which they are a permitted use, the following Cannabis Related Businesses shall be considered minor uses:

Cannabis Distribution
Cannabis Manufacturing – Level 1

Minor Use Permits issued for Cannabis Related Businesses shall be subject to annual review, and shall be subject to annual review and revocation according to the procedures set forth in Section 9262, subsections K and L of this Article.

c. In the Heavy Commercial (C-2) and Manufacturing (M) Zoning Districts zoning districts, Cannabis Testing Laboratories shall be considered a minor use. In the Community Commercial zoning district (C-1) and General Urban (GU), Urban Center (UC), and Downtown Core (DC) zoning districts, Cannabis Testing Laboratories shall be considered a major use.

d. In all Zoning Districts in which they are a permitted use, Cannabis Retailers will be required to obtain a Dispensary Use Permit, as set forth in Chapter 8 of Division 6 of this Code.

SECTION 5

1. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the

City of Ukiah hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

2. EFFECTIVE DATE.

This Ordinance shall be published as required by law in a newspaper of general circulation in the City of Ukiah, and shall become effective thirty (30) days after its adoption.

Introduced by title only on _____, 2018, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Adopted on _____, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kevin Doble, Mayor

ATTEST:

Kristine Lawler, City Clerk

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING CHAPTER 8 IN DIVISION 6, SECTION 9176 IN ARTICLE 16, CHAPTER 2 IN DIVISION 9, TABLE 3 IN SECTION 9223.1 OF ARTICLE 18, CHAPTER 2 IN DIVISION 9; AND SECTION 9261 IN ARTICLE 20, CHAPTER 2 IN DIVISION 9 OF THE UKIAH CITY CODE.

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

SECTION 1

Chapter 8 in Division 6 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *”):

CHAPTER 8**MEDICAL-MARIJUANA DISPENSARIESCANNABIS RETAILERS****§5700 FINDINGS AND PURPOSE**

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

- A. In 1970, Congress enacted the Controlled Substances Act ("CSA") which, among other things, makes it illegal to import, manufacture, distribute, possess or use marijuana in the United States.
- B. In 1996, the voters of the State of California approved Proposition 215, or the Compassionate Use Act of 1996, codified at Health and Safety Code section 11362.5 et seq. (the "Act").
- C. The Act creates a limited exception from criminal liability for seriously ill persons who are in need of medical marijuana for specified medical purposes and who obtain and use medical marijuana under limited, specified circumstances.
- D. On January 1, 2004, SB 420 went into effect. SB 420, codified as Health and Safety Code sections 11362.7 through 11362.83 and known as the "Medical Marijuana Program" ("MMP") was enacted by the State Legislature to clarify the scope of the act and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420.
- E. After the enactment of the MMP and in response to the MMP's explicit reservation of local authority to regulate medical marijuana cultivation and distribution, the City Council took legislative notice of the fact that California cities and counties that had permitted the establishment of medical marijuana dispensaries had experienced serious adverse impacts associated with and resulting from such dispensaries, including an increase in crime, including burglaries, robberies, violence, illegal sales of marijuana, use of marijuana by minors and other persons without medical need in the areas immediately surrounding such medical marijuana dispensaries; and malodorous smells, indoor fire hazards, mold, fungus, and pests caused by indoor cultivation at dispensaries.
- F. To address these potential adverse impacts, in 2007, the City Council enacted Ordinance 1095, §1 ("Medical Marijuana Dispensaries Ordinance"), which prohibited and declared a public nuisance medical marijuana dispensaries in the City of Ukiah.

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

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

I. In order to maintain local control over the regulation of commercial cannabis activities in the City, in 2017, the City Council enacted Ordinance 1176, ("Medical Marijuana Dispensaries Ordinance II"), which regulates the operation of and sets forth a local permitting process for medical marijuana dispensaries in the City of Ukiah.

J. On November 9, 2016, the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA" or "Proposition 64") to legalize the recreational use of marijuana in California for individuals 21 years of age and older was approved by the voters of the State of California.

K. In June of 2017, the California Legislature passed Senate Bill 94, which was signed by the Governor and went into effect immediately, and which repealed MMRSA entirely and merged certain portions of that law with AUMA to create a more comprehensive regulatory structure for both medical and recreational marijuana.

L. The new comprehensive regulatory system created by Senate Bill 94, intended to regulate all commercial cannabis uses in the State, is called the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA").

M. The Act, MMP, AUMA, and MAUCRSA do not prevent a city from using its constitutional authority to enact nuisance, health and safety, and land use regulations regarding dispensaries or other commercial cannabis uses.

N. The City Council believes that a regulated environment for commercial cannabis is preferable to an unregulated black market and, as such, desires to regulate all commercial cannabis businesses operating in the City of Ukiah, including cannabis retailers that sell cannabis for non-medical use, in a manner that mitigates potential negative impacts, prevents cannabis from reaching minors or the illicit market, preserves public health and safety, protects the environment, ~~drives~~provides diverse economic opportunities, and implements the City's General Plan.

O. To protect the public health, safety, and welfare, it is the desire of the City Council to modify the City Code consistent with the MMP~~and the MMRSA, the AUMA, and the~~

MAUCRSA, regarding the location and operation of ~~medical-marijuanacannabis~~ dispensaries, delivery of ~~medical-marijuanacannabis~~ within the boundaries of the City, regulation of cannabis-related special events, and cultivation of ~~medical-marijuanacannabis~~ within the boundaries of the City.

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

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

LR. It is the City Council's intention that nothing in this chapter shall be construed to (1) allow persons to engage in conduct that endangers others or causes a public nuisance; (2) allow the illegal use of ~~marijuana for non-medical purposes~~cannabis, particularly the use of cannabis by minors who are not qualified patients; or (3) allow any activity relating to the distribution or consumption of ~~marijuana-cannabis~~ that is otherwise illegal.

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

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

S. This Chapter ~~contains standards for all commercial, retail cannabis uses that provides the development, operating, and permit standards for all commercial, retail cannabis uses to ensure neighborhood compatibility, minimize potential environmental impacts, mitigate potential nuisances, provide safe access to cannabis and provide opportunities for economic development.~~

OT. This ~~C~~chapter is compatible with the general objectives of the General Plan, in that a ~~medical-marijuanacannabis~~ dispensary use will be conditionally permitted in commercial and industrial districts, being similar to other permitted and conditionally permitted uses, such as pharmacies and medical clinics in the case of medical cannabis dispensaries and bars or cocktail lounges in the case of dispensaries serving adult use patrons, and in that the use will be subject to strict permit review and conditions and rigorous review.

PU. This ~~C~~chapter will not be detrimental to the public health, safety and general welfare or adversely affect the orderly development of property, because the uses permitted under this chapter will be subject to careful review, limited in scope and location, and subject to strict operating requirements, avoiding or limiting potential negative effects.

QV. It is the purpose and intent of this ~~C~~chapter to regulate ~~medical-marijuanacannabis~~ dispensaries in order to promote the health, safety, morals, and general welfare of residents and businesses within the City.

§5701 INTERPRETATION AND APPLICABILITY

- A. This chapter is not intended to create a positive conflict with the CSA, but rather to implement the AUMA, the MAUCRSA, MMRSA and related State laws.
- B. Nothing in this chapter is intended, nor shall it be construed, to exempt any marijuana-related activity from any and all applicable local and State construction, electrical, plumbing, land use, or any other building, fire, or land use standards or permitting requirements.
- C. Nothing in this chapter is intended, nor shall it be construed, to make legal any cultivation, transportation, sale, or other use of marijuana that is otherwise prohibited under California law.
- D. All ~~processing and distribution~~ retail sales and delivery of ~~medical marijuana~~ cannabis within City limits shall be subject to the provisions of this chapter, even if the ~~processing, distribution, or cultivation~~ retail sales and delivery existed or occurred prior to adoption of this chapter.
- E. Nothing in this chapter is intended, nor shall it be construed, to allow or permit any "commercial cannabis activity," as defined in Business and Professions Code section 26001(k) or as may be amended, or any commercial or noncommercial activity involving marijuana use for ~~recreational or other nonmedical~~ any purposes that is not otherwise authorized in the Ukiah City Code.

§5702 DEFINITIONS

For the purposes of this chapter, the following words and phrases shall have the following meaning:

- A. "Accessory building" shall have the same meaning as set forth in section 9278 of this code.
- B. "Adult-use" means a person over the age of 21 with a valid state ID, who is qualified to purchase cannabis from an established cannabis business.
- BC. "Applicant" means a person who is required to file an application for a permit under this chapter, including an individual owner, managing partner, officer of a corporation, or any other operator, manager, employee, or agent of a dispensary.
- D. "Cannabis" means all parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, or any other strain or varietal of the genus Cannabis that may exist or hereafter be discovered or developed that has psychoactive or medicinal properties, whether growing or not, including the seeds thereof. "Cannabis" also means marijuana as set forth Section 11032 of the Health and Safety Code, and as defined by other applicable state law. "Cannabis" does not mean "industrial hemp" as defined by Section 11018.5 of the Health and Safety Code. Cannabis is classified as an agricultural product separately from other agricultural crops.
- E. "Cannabis Operator" or "Operator" means the person or entity that is engaged in the conduct of any commercial Medical or Adult Use Cannabis business.
- F. "Cannabis Product" means a cannabis product, means cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or

concentrated cannabis and other ingredients, and intended to be sold for either Medical or Adult Use.

G. "Cannabis Retailer" or "Cannabis Retail" means a facility where Medical or Adult Use Cannabis or Medical or Adult Use Cannabis Products are offered, either individually or in any combination, for retail sale, including an establishment that delivers Cannabis or Cannabis Products as part of a retail sale. Also known as a Cannabis Dispensary or Dispensary.

GH. "City" means the City of Ukiah.

DI. "Delivery" means the commercial transfer of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform. shall have the same definition as set forth in California Business and Professions Code section 26001, and as it may be amended.

J. "Dispensary" means a facility, whether fixed or mobile, operated in accordance with State and local laws and regulations, where cannabis and/or cannabis products are offered for retail sale, including an establishment that delivers cannabis and/or cannabis products as part of a retail sale.

EK. "Dispensary Use Permit" means a permit required to operate a ~~medical marijuana dispensary~~Cannabis Retail business within the City and that is issued pursuant to this chapter.

FL. "Drug paraphernalia" or "paraphernalia" shall have the same definition as set forth in section 6071 of this code.

M. "Edible Cannabis Product" means a cannabis product that is intended to be used, in whole or in part, for human consumption, including, but not limited to, chewing gum, but excluding products set forth in Division 15 (commencing with Section 32501) of the Food and Agricultural Code. An edible cannabis product is not considered food, as defined by Section 109935 of the Health and Safety Code, or a drug, as defined by Section 109925 of the Health and Safety Code.

GN. "Identification card" shall have the same definition as in California Health and Safety Code section 11362.7, and as it may be amended.

HO. "Medical cannabis" or "medicinal cannabis" means cannabis that is intended to be used for medical cannabis purposes in accordance with the Compassionate Use Act, MMP, and the MAUCRSA. "Medical marijuana dispensary" or "dispensary" means a "dispensary" as defined in California Business and Professions Code section 26001, as it now reads or may be amended in the future.

IP. "On site" means an activity or accessory use that is related to the primary use – i.e., lawful, retail distribution of ~~medical marijuana~~cannabis – and is located on the same legal parcel as the primary use.

Q. "Owner" shall have the same definition as in California Business and Professions Code section 26001, and as it may be amended.

JR. "Permittee" means the person to whom a ~~D~~dispensary Use ~~P~~permit is issued.

~~KS~~. "Person" means any individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character.

~~LI~~. "Person with an identification card" shall have the same definition as set forth in California Health and Safety Code section 11362.7, and as it may be amended.

~~MU~~. "Physician" means a licensed medical doctor (M.D.) or a doctor of osteopathic medicine (D.O.).

V. "Premises" means the designated structure or structures and land specified in the Dispensary Use Permit application that is owned, leased, or otherwise held under the control of the applicant where the commercial cannabis retail activity will be or is conducted. The premises shall be a contiguous area and shall only be occupied by one permittee.

~~NW~~. "Primary caregiver" shall have the same definition as set forth in California Health and Safety Code section 11362.7, and as it may be amended.

~~OX~~. "Qualified patient" shall have the same definition as set forth in California Health and Safety Code section 11362.7, and as it may be amended.

~~PY~~. "School" means an institution of learning for minors, whether public or private, offering a regular course of instruction required by the California Education Code. This definition includes an elementary school, middle or junior high school, senior high school, or any special institution of education, but it does not include a vocational or professional institution of higher education, including any other college or university.

~~QZ~~. "Use permit" shall have the same definition as set forth in section 9261 of this code and as it may be amended.

~~RAA~~. "Youth-oriented facility" means a public park, church, museum, library, or licensed daycare facility.

~~SBB~~. "Zoning administrator" means the Zoning Administrator of the City of Ukiah or the authorized representative thereof.

§5703 DISPENSARY USE PERMIT REQUIRED TO OPERATE

A. It is unlawful for any person to engage in, conduct or carry on, or to permit to be engaged in, conducted or carried on, in or upon any premises in the City the operation of a ~~medical marijuana dispensary~~Cannabis Retail business unless the person first obtains and continues to maintain in full force and effect a ~~Dispensary~~ Use ~~Permit~~ from the City as required in this chapter.

~~B. After January 1, 2018, or such time when State implementing regulations are in effect for the MMRSA, whichever is earlier, it shall be unlawful to operate any business or conduct any activity in the City for which a State license is required under the MMRSA without also having a valid State license pursuant to the MMRSA. Prior to implementation of the State license program pursuant to MMRSA, any operation of a dispensary, cultivation of medical marijuana, or delivery of medical marijuana, shall be conducted in accordance with this chapter.~~
cannabis in conjunction with operation of a dispensary, or delivery of ~~medical marijuana~~cannabis permitted by the City shall be conducted in accordance with this

~~chapter~~Chapter, the City's zoning and land use ordinances, and all laws pertaining to the equivalent license classification under ~~the MMRSA~~State law.

The City recognizes that State law requires dual licensing at the state and local level for all Cannabis Businesses (Medical and Adult Use). All Cannabis Retailers shall therefore be required to diligently pursue and obtain a State cannabis license and shall comply at all times with all applicable State licensing requirements and conditions, including, but not limited to, operational standards such as, by way of illustration but not limitation, background checks, prior felony convictions, restrictions on multiple licenses and license types, and locational criteria.

Failure to demonstrate dual licensing in accordance with this Chapter and within any deadlines established by State law shall be grounds for revocation of City approval. Revocation of a local Dispensary Use Permit and/or a State license shall terminate the ability of the Cannabis Retailer to operate until a new Permit and/or State license is obtained.

C. The grant of a ~~D~~ispensary ~~U~~se ~~P~~ermit by the City shall not create an entitlement or vested right in the permittee to any permit or license to operate any other commercial, ~~nonmedical marijuana cannabis~~ businesses ~~or conduct any commercial, nonmedical marijuana activities within the City.~~

§5704 TERM OF PERMITS AND RENEWALS REQUIRED

A. Dispensary ~~U~~se ~~P~~ermits issued under this chapter shall expire one year following the date of their issuance which date shall appear on the face of the permit.

B. Dispensary ~~U~~se ~~P~~ermits may be renewed by the Zoning Administrator for additional one-year periods upon application by the permittee, unless the permit is suspended or revoked in accordance with the provisions of this chapter.

C. Applications for renewal shall be made at least forty-five (45) days before the expiration date of the permit and shall be accompanied by the nonrefundable application fee referenced in section 5706 of this ~~C~~ode and all information necessary for the Zoning Administrator to evaluate the renewal request in light of the criteria listed in subsection F of this section. In acting on an application for renewal, the Zoning Administrator shall follow the procedures set forth in ~~S~~ection 5711B and C, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator. Upon timely application to renew a permit, the permit being renewed shall remain in effect until final action is taken to grant or deny the renewal application.

D. Applications for renewal made less than forty-five (45) days before the expiration date shall be processed in the same manner as a timely renewal application but shall not stay the expiration date of the permit.

E. Renewal applications shall be subject to duly noticed public hearings in accordance to the procedures set forth for minor use permit applications in ~~C~~section 9262 of this ~~C~~ode.

F. In determining whether to renew a ~~D~~ispensary ~~U~~se ~~P~~ermit, the Zoning Administrator will consider the following nonexclusive criteria, in addition to those criteria set forth in this ~~C~~chapter at ~~C~~section 5710 of this ~~C~~ode:

1. Whether the dispensary operated by the permittee has generated an excessive number of calls for police service compared to similarly situated businesses of the same size as the dispensary.

2. Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, or lewd conduct.

3. Whether the dispensary operated by the permittee has a history of inadequate safeguards or procedures that show it is likely that it will not comply with the operating requirements and standards in this chapter.

4. Whether the dispensary has failed to pay fees, penalties, or taxes required by this ~~C~~ode or has failed to comply with the production of records or other reporting requirements of this chapter.

5. Whether it appears that the permittee has, in its renewal application, provided a false statement of material fact or has knowingly omitted a material fact.

6. Whether the renewal applicant or one or more of its officers, employees, partners, managers or members with management responsibilities ("Managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of a dispensary operator. A "conviction" within the meaning of this chapter means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any Manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted.

7. Whether the renewal applicant or dispensary has previously or is currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

G. The Zoning Administrator shall make findings of fact and either grant, grant conditionally, or deny the application for renewal of a ~~D~~ispensary ~~U~~se ~~P~~ermit. An applicant aggrieved by the Zoning Administrator's decision to issue or to deny a ~~D~~ispensary ~~U~~se ~~P~~ermit renewal may appeal such decision to the Planning Commission by filing an appeal. All determinations of the Zoning Administrator regarding ~~D~~ispensary ~~U~~se ~~P~~ermit renewals shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the Planning Department within ten (10) days of the date the decision was made. The appeal fee will be in addition to the nonrefundable renewal application fee. Appeals may be filed by an applicant.

The Planning Commission shall conduct a duly noticed public hearing on the appeal in accordance to the applicable procedures as set forth in section 9266 of this ~~C~~ode, except that all references therein to the City Council shall be deemed to refer to the Planning Commission. At the close of the public hearing, the Planning Commission may affirm, reverse, or modify the appealed decision of the Zoning Administrator. All Planning Commission decisions on appeals of the Zoning Administrator's decision with regard to an application for a ~~D~~ispensary ~~U~~se ~~P~~ermit renewal are final for the City.

§5705 GENERAL TAX LIABILITY

As a prerequisite to obtaining a permit pursuant to the terms hereof, an operator of a dispensary shall also be required to apply for and obtain a business license or exemption from the City of Ukiah and obtain a seller's permit or exemption from the State Board of Equalization pursuant to Division 2, Part 2, Chapter 2, Article 2 of the Cal. Revenue and Taxation Code, commencing with section 6066e. Dispensary sales shall be subject to sales tax consistent with State law.

§5706 IMPOSITION OF FEES

Every application for a ~~D~~dispensary ~~U~~use ~~P~~permit or renewal shall be accompanied by an application fee, as established by resolution of the City Council from time to time. This application or renewal fee shall not include fingerprinting, photographing, and background check costs and shall be in addition to any other business license fee or permit fee imposed by this ~~c~~Code or other governmental agencies. Fingerprinting, photographing, and background check fees will be as established by resolution adopted by the City Council from time to time.

§5707 LIMITATION ON LOCATION OF DISPENSARIES

A. A Medical Cannabis ~~dispensary~~ Dispensary may ~~only~~ be located within ~~the C1, C2, CN, M, and PD (Commercial) zoning districts and, in the GU, UC, and DC downtown zoning districts as designated in the General Plan, Zoning Map. A~~ dDispensary, including both Medical Cannabis and Adult Use dDispensaries, may be located in zoning districts as set forth in Division 9, Chapter 2 of this Code.

B. A dispensary shall be in a visible location that provides good views of the dispensary entrance, windows and premises from a public street.

C. A dispensary shall not be allowed in the following areas at the time of its permitted establishment:

1. Within six hundred feet (600') of a school, with that distance measured as the horizontal distance in a straight line from the property line of the school to the closest property line of the lot on which the dispensary is to be located without regard to intervening structures, pursuant to California Health and Safety Code section 11362.768; or
2. Within two hundred fifty feet (250') of a youth-oriented facility other than a school, or another dispensary, with that distance measured by street frontage from the property line of the youth-oriented facility to the closest property line of the lot on which the dispensary is to be located, and not radial distance; or
3. Abutting, on any side of the parcel upon which the dispensary is located, a parcel occupied by a youth-oriented facility, a school, or another dispensary; or
4. Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation.
5. On a parcel having a residential unit, or on a parcel directly abutting a residentially zoned property, unless there are intervening nonresidential uses between the

dispensary and the residential unit or the residentially zoned property that the Planning Commission or, on appeal, the City Council determines sufficient to provide an appropriate separation.

D. A waiver of the provisions in subsections C2 through 5 of this section may be granted if the applicant demonstrates on plans and materials presented for review and the Planning Commission determines that a physical barrier or other condition exists which achieves the same purpose and intent as the distance separation requirements established herein, and that, as a result, the Planning Commission makes a finding of no adverse impact resulting from the proposed location of the dispensary.

§5708 OPERATING REQUIREMENTS

Dispensary operations shall be established and managed only in compliance with the following standards:

A. Criminal History: Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a dispensary on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Business and Professions Code Section 26057(b)(4), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted. In addition, notwithstanding the above, a prior conviction, where the sentence, including any term of probation, incarceration, or supervised release, is completed, for possession of, possession for sale, sale, manufacture, transportation, or cultivation of cannabis or cannabinoid preparations, is not considered related to the qualifications, functions, or duties of a permittee, and shall not be the sole ground for denial of an application.

B. Minors:

1. It is unlawful for any permittee, operator, or other person in charge of any dispensary to employ any person who is not at least twenty-one (21) years of age.

2. Persons under the age of eighteen (18) shall not be allowed on the premises of a Deispensary unless they are a qualified patient or a primary caregiver, ~~and~~ they are in the presence of their parent or guardian, and the Dispensary in question dispenses cannabis for medical use.

3. The entrance to a Deispensary shall be clearly and legibly posted with a notice indicating that persons under the age of eighteen (18) are precluded from entering the premises unless they are a qualified patient or a primary caregiver, and they are in the presence of their parent or guardian. For a Dispensary that serves only Adult Use patrons, the entrance shall be clearly and legibly posted with a notice indicating that persons under the age of twenty-one (21) are precluded from entering the premises.

4. The burden of proof is on the Deispensary personnel to establish compliance with this subsection B by clear and convincing evidence.

C. Dispensary Access:

1. The entrance into the dispensary building shall be locked at all times with entry strictly controlled; e.g., a buzz-in electronic/mechanical entry system with a vestibule is highly encouraged. A viewer shall be installed in the door that allows maximum angle of view of the exterior entrance.
2. Dispensary personnel shall monitor site activity, control loitering and site access.
3. Only dispensary staff, primary caregivers, qualified patients and persons with bona fide purposes for visiting the site shall be allowed on the premises at a dispensary that provides medical cannabis only. For dispensaries serving Adult Use patrons, only dispensary staff, persons over the age of twenty-one (21), and persons with bona fide purposes for visiting the site shall be allowed on the premises.
4. Potential patients or caregivers shall not visit a medical cannabis dispensary without first having obtained a valid written recommendation from their physician recommending use of medical ~~marijuana~~cannabis.
5. Only a primary caregiver and qualified patient or persons over the age of twenty-one (21) shall be in the designated dispensing area with dispensary personnel. All other authorized visitors shall remain in the designated waiting area in the front entrance/lobby.
6. Restrooms shall remain locked and under the control of management.

D. Dispensing Operations:

1. The dispensary may ~~possess-dispense~~ no more dried ~~medical marijuana-cannabis~~ or plants or cannabis products per qualified patient or caregiver than permitted in strict accordance with California Health and Safety Code section 11362.77 and any other applicable State law, and as amended, and may sell cannabis or cannabis products for Adult Use to an individual only in an amount consistent with personal possession and use limits allowed by the State-
2. A dispensary selling medical cannabis shall only dispense medical cannabis to qualified patients or caregivers with:
 - a. A currently valid physician's approval or recommendation in compliance with the criteria in California Health and Safety Code Division 10, Chapter 6, Article 2.5 and as it may be amended, and valid official identification, such as a Department of Motor Vehicles driver's license or State identification card; or
 - b. A currently valid California Medical Marijuana Identification Card or a Patient ID Center Identification Card.
3. For qualified patients or caregivers without a California Medical Marijuana Identification Card or a Patient ID Center Identification Card, prior to dispensing medical ~~marijuana~~cannabis, the dispensary shall obtain verbal, online, or signed verification from the recommending physician's office personnel that the individual requesting medical ~~marijuana~~cannabis is a qualified patient.

4. A dispensary shall not have a physician on site to evaluate patients and provide a recommendation for medical ~~marijuana~~cannabis.

5. ~~For Cannabis Retailers dispensing medical cannabis.~~ ~~P~~patient records shall be maintained and verified as needed, and at least annually verified with the qualifying patient's medical doctor or doctor of osteopathy unless the patient has provided a California Medical Marijuana Identification Card or a Patient ID Center Identification Card.

6. Information on prior year's operations shall be provided annually, as required in this ~~C~~chapter. The operator shall adjust the operations as necessary to address issues.

E. Hours of Operation: Hours of operation are limited to nine o' clock (9:00) A.M. to nine o' clock (9:00) P.M., seven (7) days a week.

F. Consumption Restrictions:

1. ~~Marijuana-Cannabis~~ shall not be consumed on the premises of the dispensary. The term "premises" includes the actual building, as well as any accessory structures, parking areas, or other surroundings within two hundred feet (200') of the dispensary's entrance.

2. Dispensary operations shall not result in illegal redistribution of ~~medical marijuana~~cannabis obtained from the dispensary, or use in any manner that violates local, State or City codes.

3. No person may consume ~~marijuana~~cannabis, by smoking or vaporization, in any public places. Public places shall include, but are not limited to, City owned parks and/or City sponsored events where designated as nonsmoking areas by resolution of the City Council, streets, sidewalks, alleys, highways, public parking lots as defined in section 6000 of this ~~C~~code and as amended, enclosed places and places of employment as defined in sections 4503 and 4505 of this ~~C~~code and as amended, and any other property owned or leased by the City, or in which the City holds a right-of-way easement, and which is open to members of the general public, except while actively passing through on the way to another destination. Nothing in this section is intended, nor shall it be construed, to be inconsistent with the California Indoor Clean Air Act of 1976, Health and Safety Code ~~S~~section 118875 et seq. and as amended.

G. Retail Sales and Cultivation:

1. No cannabis shall be cultivated on the premises of the dispensary, except in compliance with this ~~C~~chapter and with sections 6093 and 9254 of this ~~C~~code and applicable State laws and regulations.

a. Except for immature nursery stock marijuana plants, or clones, that are not intended to be raised to maturity by the dispensary but instead sold to qualified patients and patrons, marijuana plants grown by the dispensary shall only be utilized for production of processed marijuana to dispense to patients or sell in legal quantities to eligible Adult Use patrons.

b. A security plan for the growing area shall be submitted to the Ukiah Police Chief for review and approval. Such plan shall include: security alarms and surveillance systems; physical measures to prevent access to the area by anyone other than dispensary staff; and physical measures to prevent vehicle penetration of the growing area.

c. The cultivation area shall include a one-hour firewall assembly and shall not create excessive humidity or mold conditions. The cultivation area shall have an air treatment system that prevents odors generated from the cultivation of marijuana on the dispensary property from being detected by any reasonable person of normal sensitivity outside the dispensary property, as set forth in subsection H4 of this section. The ~~medical-marijuanacannabis~~ cultivation area shall be in compliance with the current, adopted edition of the California Building Code as regards natural ventilation or mechanical ventilation.

d. Cultivation facilities are strongly encouraged to utilize the most water-efficient and environmentally responsible cultivation practices available. The City reserves the right to require annual reports on cultivation facility practices, including but not limited to cultivation mediums and water use methods.

e. The cultivation use shall comply with applicable stormwater, wastewater, and ~~Bb~~building ~~Ce~~code requirements and any applicable State or Federal law, including the Clean Water Act, 33 USC section 1251 et seq.

2. With the approval of the Planning Commission, a dispensary may conduct or engage in the commercial sale of specific products, goods or services in addition to the provision of ~~medical-marijuanacannabis~~ and other items permitted by these regulations on terms and conditions consistent with this ~~Ce~~chapter and applicable law.

3. Up to one hundred fifty (150) square feet of the total square footage of the dispensary may be utilized for display and sales of devices necessary for administering ~~medical-marijuanacannabis~~, including but not limited to rolling papers and related materials and devices, pipes, water pipes, and vaporizers. ~~Such devices may only be provided to qualified patients or primary caregivers and only in accordance with Health and Safety Code section 11364.5 and as amended.~~

4. Retail sales of ~~medical-marijuanacannabis~~ that violate California law or this chapter are expressly prohibited.

5. A dispensary shall meet all the operating criteria for the ~~dispensing-of-medical~~sale of marijuana-cannabis as is required pursuant to applicable State laws and regulations.

~~6. The provision of locally grown and organic marijuana is encouraged.~~

H. Operating Plans:

1. Floor Plan: A dispensary shall have a lobby waiting area at the entrance to receive clients, and a separate and secure designated area for dispensing ~~medical-marijuanacannabis~~ to qualified patients or designated caregivers or to eligible Adult Use patrons. The primary entrance shall be located and maintained clear of barriers,

landscaping and similar obstructions so that it is clearly visible from public streets, sidewalks or site driveways.

2. Storage: A dispensary shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of ~~medical~~ marijuanacannabis.

3. Minimum Staffing Levels: The premises shall be staffed with at least one person during hours of operation who shall not be responsible for dispensing ~~medical~~ marijuanacannabis.

4. Odors Control: The dispensary shall have an air treatment system that prevents odors generated from the storage and cultivation of marijuana-cannabis on the dispensary property from being detected by any reasonable person of normal sensitivity outside the dispensary property. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

5. Security Plans: A dispensary shall provide adequate security on the premises, as approved by the Chief of Police and reviewed by the Planning Commission, including lighting and a premises and panic alarm system monitored by a licensed operator, to ensure the safety of persons and to protect the premises from theft.

6. Security Cameras: Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities. The security surveillance system shall comply with current State standards for digital video surveillance systems to be installed on the premises of licensed Cannabis businesses, currently codified in the Cal. Code of Regulations, Title 16, Section 5044, and as may be amended.

7. Security Video Retention: Security video shall be maintained for ninety (90) days. In the event of a crime on site or anywhere within range of the dispensary's security cameras, the dispensary shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience.

8. Alarm System: Professionally monitored premises and panic alarm system shall be installed and maintained in good working condition.

9. Emergency Contact: A dispensary shall provide the Chief of Police with the name, e-mail address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the dispensary. The dispensary shall make every good faith effort to encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.

I. Signage and Notices:

1. A notice shall be clearly and legibly posted in the dispensary indicating that smoking, ingesting or consuming marijuana-cannabis on the premises or in the vicinity of the dispensary is prohibited. The notice shall be posted in both English and Spanish.

2. Signs on the premises shall not obstruct the entrance or windows.
3. Address identification shall comply with illuminated address signs requirements.
4. Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with section 3227 of this ~~Ce~~code and any other City Code provisions regulating signage.

J. Employee Records: Each owner or operator of a dispensary shall maintain a current register of the names of all volunteers and employees currently working at or employed by the dispensary, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this chapter.

K. Patient Records: Information identifying the names of patients, their medical conditions, or the names of their primary caregivers is confidential and such disclosure is prohibited pursuant to the Federal Health Insurance Portability and Accountability Act of 1996 (42 USC section 1320d et seq.) and the Confidentiality of Medical Information Act (California Civil Code section 56 et seq.). In order to protect patient confidentiality, the dispensary shall maintain records of all qualified patients with a valid identification card and primary caregivers with a valid identification card using only the identification card number issued by the State, or its agent, pursuant to California Health and Safety Code section 11362.7 et seq. Such records may be maintained on or off site, and shall be made available for inspection by any City official authorized to enforce this chapter for purposes of determining compliance with the requirements of this chapter.

L. Staff Training: Dispensary staff shall receive appropriate training for their intended duties to ensure understanding of rules and procedures regarding dispensing in compliance with State and local law, and the dispensary shall employ properly trained or use professionally hired security personnel in accordance with the conditions of its permit. All security personnel hired or contracted for by the Dispensary shall comply with Chapters 11.4 and 11.5 of Division 3 of the Business and Professions Code, or as may be amended.

M. Site Management:

1. The operator of the establishment shall take all reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours if directly related to the patrons of the subject dispensary.

- a. "Reasonable steps" shall include calling the police in a timely manner; and requesting those engaging in objectionable activities to cease those activities, unless personal safety would be threatened in making the request.

- b. "Nuisance" includes, but is not limited to, disturbances of peace, open public consumption of marijuana or alcohol, excessive pedestrian or vehicular traffic, illegal drug activity, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct or excessive police detentions and arrests.

2. The operator shall take all reasonable steps to reduce loitering in public areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours.

3. The operator shall provide dispensary patients and patrons with a list of the rules and regulations governing medical marijuana cannabis use and consumption within the City and recommendations on sensible marijuana cannabis etiquette.

N. Compliance with Other Requirements: The operator shall comply with all applicable provisions of local, State or Federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

O. Confidentiality: The information provided for purposes of this section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court order.

P. Display of Permit: Every dispensary shall display at all times during business hours the permit issued pursuant to the provisions of this chapter for such dispensary in a conspicuous place so that the same may be readily seen by all persons entering the dispensary.

Q. Reporting and Payment of Fees: Each permittee shall file an annual statement with the Planning Department: (1) indicating the number of patients served by the dispensary within the previous calendar year, if applicable, (2) the continuing accuracy of the information in the prior year's Ddispensary Use Permit application, (3) documenting any changes or additions to that information as of the date for renewal of the Permit, any citizen complaints, City Code violations, and calls for law enforcement during the prior year, the applicant's compliance with applicable City and State law governing the operation of Dispensaries, and (4) including any additional information the Planning Department deems necessary to administer this chapter, and pay all annual permit fees.

R. Alcoholic Beverages: No Dispensary shall hold or maintain a license from the State Division of Alcoholic Beverage Control for the sale of alcoholic beverages, or operate a business on the premises that sells alcoholic beverages. No alcoholic beverages shall be allowed or consumed on the premises.

~~S.—Dispensaries shall comply with the parking requirements for medical office uses.~~

~~T~~S. Inspections: During normal business hours, Dispensaries permitted under this chapter shall provide access for administrative inspections by City officials or officers or consultants hired by the City to verify compliance with this chapter. Any Dispensary's refusal to comply with this section shall be deemed a violation of this chapter.

T. Notification of Theft, Loss, and Criminal Activity: Cannabis Retailer businesses shall comply with the California Code of Regulations, Title 16, Section 5036, or as may be amended, by notifying the applicable State authorities and the Ukiah Police Department within 24 hours of discovery of any of the following situations:

1. A significant discrepancy in the Retailer's inventory.

2. The Operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the Retailer.

3. The Operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity by an agent or employee of the Retailer pertaining to the operations of the Retailer.

4. The Operator becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, patrons, or the Retailer's employees or agents.

5. The Operator becomes aware of or has reason to suspect any other breach of security.

The notification shall be in writing and include the date and time of occurrence of the theft, loss, or criminal activity and a description of the incident including, where applicable, the item(s) that were taken or lost.

§5709 APPLICATION PREPARATION AND FILING

A. Application Filing: A complete ~~D~~dispensary ~~U~~se ~~P~~permit application submittal packet shall be submitted in accordance with section 9262 of this ~~C~~ode, including a detailed written statement as to how the proposed dispensary complies with sections 5707 and 5708 of this ~~C~~ode, and any other information or submissions required by this chapter. All applications for ~~D~~dispensary ~~U~~se ~~P~~permits shall be filed with the Planning Department, using forms provided by the City, and accompanied by the applicable filing fee and any other applicable fees or charges. It is the responsibility of the applicant to provide information required for approval of the permit. The application shall be made under penalty of perjury.

B. Eligibility for Filing: Applications may only be filed by the owner of the subject property, or person with a lease signed by the owner or duly authorized agent allowing them to occupy the property for the intended use. If the applicant is a lessee, a copy of the duly executed lease currently in effect must accompany the application.

C. Filing Date: The filing date of any application shall be the date when the City receives the last submission of information or materials required in compliance with the submittal requirements specified herein.

D. Effect of Incomplete Filing: Upon notification that an application submittal is incomplete, the applicant shall submit any additional documents or information required to complete the application within thirty (30) days of the date the applicant is notified in writing by the Planning Department that the application is incomplete. If the applicant fails to complete the application within said thirty (30) days, the application shall be deemed withdrawn and a new application submittal that complies with subsections A and F of this section shall be required in order to proceed with the application.

E. Effect of Other Permits or Licenses: The fact that an applicant possesses other types of State or City permits or licenses does not exempt the applicant from the requirement of obtaining a ~~D~~dispensary ~~U~~se ~~P~~permit.

F. Submittal Requirements: Any application for a ~~D~~dispensary ~~U~~se ~~P~~permit shall include the following information:

1. Applicant(s) Name: The full name (including any current or prior aliases, or other legal names the applicant is or has been known by, including maiden names), present address, and telephone number of the applicant;
2. Applicant(s) Mailing Address: The address to which notice of action on the application is to be mailed;
3. Previous Addresses: Previous addresses for the past five (5) years immediately prior to the present address of the applicant;
4. Verification of Age: Written proof that the applicant is over the age of twenty-one (21) years of age;
5. Physical Description: Applicant's height, weight, color of eyes and hair;
6. Photographs: Passport quality photographs for identification purposes;
7. Employment History: All business, occupation, or employment of the applicant for the five (5) years immediately preceding the date of the application;
8. Tax History: The dispensary business tax history of the applicant, including whether such person, in previously operating in this or another city, county or state under license has had a business license revoked or suspended, the reason therefor, and the business or activity or occupation in which the applicant engaged subsequent to such action of suspension or revocation;
9. Management Information: The name or names and addresses of the person or persons having the management or supervision of applicant's business;
10. Criminal Background: A background investigation verifying whether the person or person having the management or supervision of applicant's business has been convicted of a crime(s), the nature of such offense(s), and the sentence(s) received therefor;
11. Employee Information: Number of employees, volunteers, and other persons who will work at the dispensary;
12. Plan of Operations: A plan of operations describing how the dispensary will operate consistent with the intent of State law and the provisions of this chapter, including but not limited to:

- a. Ensuring that the dispensary will not engage in retail sales of ~~medical~~ marijuanacannabis that violate California law or this chapter.
- b. Controls that will assure ~~medical-marijuanacannabis~~ will be dispensed or sold to qualifying patients or caregivers or eligible Adult Use patrons only.
- c. Controls that will ensure access to dispensary premises is adequately monitored and restricted to preapproved qualified patients and caregivers or to eligible Adult Use Patrons only.

13. If delivery services will be provided, the application shall describe the operational plan for delivery services and specific extent of such service, security protocols, and how the delivery services will comply with the requirements set forth in this Chapter, in particular Section 5717 of this Chapter, and State law.

~~13~~14. Written Project Description: A written description summarizing the proposed ~~D~~ispensary use size, number of patients or patrons, characteristics and intent;

~~14~~15. Written Response to Dispensary Standards: The applicant shall provide a comprehensive written response identifying how the ~~D~~ispensary plan complies with each of the standards for review in this chapter, specifically the limitation on location and operating requirements in sections 5707 and 5708 of this ~~C~~ode;

~~15~~16. Written Response to Criteria for Review Section: The applicant shall provide a written response indicating the method by which each of the criteria for review enumerated in section 5710 of this ~~C~~ode has been satisfied;

~~16~~17. Security Plan: A detailed security plan outlining the proposed security arrangements for ensuring the safety of persons and to protect the premises from theft. The plan shall include installation of security cameras, a premises and panic alarm system monitored by a licensed operator, and a security assessment of the site conducted by a qualified professional;

~~17~~18. Floor Plan: A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the dispensary. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six inches (6");

~~18~~19. Site Plan: A sketch or diagram showing exterior configuration of the premises, including the outline of all structures, parking and landscape areas, and property boundaries. The sketch or diagram need not be professionally prepared, but must be drawn to a designated scale or drawn with marked dimensions to an accuracy of plus or minus six inches (6");

~~19~~20. Accessibility Evaluation: A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements;

~~20~~21. Neighborhood Context Map: An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the dispensary, and: (a) the property lines of any school within six hundred feet (600') of the property line of the dispensary for which a permit is requested, (b) the property lines of any dispensary within two hundred fifty feet (250') of the primary entrance of the dispensary for which a permit is requested, and (c) the property lines of any youth-oriented facility or residential zone or use within two hundred fifty feet (250') of the primary entrance of the dispensary;

~~21~~22. Lighting Plan: A lighting plan showing existing and proposed exterior premises and interior lighting levels that would be the minimum necessary to provide adequate security lighting for the use and comply with all City standards regarding lighting design and installation. All lighting shall be fully hooded and downcast, and shall not shine towards the night sky, adjacent property or any street;

2223. City Authorization: Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

2324. Statement of Owner's Consent: A statement in writing by the applicant that he or she certifies under penalty of perjury that the applicant has the consent of the property owner and landlord to operate a dispensary at the location;

2425. Applicant's Certification: A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct;

2526. Other Information: Such other information as deemed necessary by the Planning Department to demonstrate compliance with this **C**hapter including all City and State codes, including operating requirements established in this chapter.

G. Renewal: Applications for one-year renewal shall be accompanied by the following minimum information:

1. The operator shall report the number of patients **or patrons** served and pay applicable fees, as required by this **C**hapter.

2. The operator shall provide a detailed description of any adjustments and changes proposed or that have occurred in dispensary operations to address issues, or comply with laws.

3. The operator shall identify any problems encountered during operations and how they have been addressed.

4. The operator shall identify how the dispensary has managed its operations to comply with the operating requirements of this chapter and with State law.

§5710 CRITERIA FOR REVIEW

In addition to the findings required in section 9262 of this **C**ode, the Planning Commission shall consider the following criteria in determining whether to grant or deny a **D**ispensary **U**se **P**ermit, and the Zoning Administrator shall consider the following criteria in determining whether to grant or deny renewals of a **D**ispensary **U**se **P**ermit:

A. That the **D**ispensary **U**se **P**ermit is consistent with the intent of the Compassionate Use Act of 1996, the **MMRSAUMA**, the **MAUCRSA**, and related State law, the provisions of this **C**hapter and the City Code, including the application submittal and operating requirements herein.

B. That the **D**ispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).

C. That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing **D**ispensary location.

D. That an applicant or employee is not under twenty-one (21) years of age.

E. That all required application materials have been provided and/or the Deispensary has operated successfully in a manner that shows it would comply with the operating requirements and standards specified in this chapter.

F. That all required application or annual renewal fees have been paid and reporting requirements have been satisfied in a timely manner.

G. That the location is not prohibited by the provisions of this chapter or any local or State law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from dispensary operations.

H. That the site plan, floor plan, and security plan have incorporated features necessary to assist in reducing potential crime-related problems and as specified in the operating requirements in section 5708 of this Ceode. These features may include, but are not limited to, security on site; procedure for allowing entry; openness to surveillance and control of the premises, the perimeter, and surrounding properties; reduction of opportunities for congregating and obstructing public ways and neighboring property; illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.

I. That no Deispensary use, owner, operator, permittee, agent, or employee has violated any provision of this chapter including grounds for suspension, modification or revocation of a permit.

J. That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.

K. That the dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.

L. That any provision of the City Code or condition imposed by a City issued permit, or any provision of any other local or State law, regulation, or order, or any condition imposed by permits issued in compliance with those laws has not been violated.

M. That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.

N. That the applicant has not knowingly made a false statement of material fact or has knowingly omitted to state a material fact in the application for a permit.

O. That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a

misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee.

P. That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

Q. That adequate parking for medical cannabis dispensaries will be provided at a rate of one space for every two hundred (200) gross square feet of retail space, office space, and similar floor areas, pursuant to section 9198(F)(1) of this Ceode. Furthermore, that adequate parking for Cannabis Retailers generally will be provided at a rate of one space for every two hundred fifty (250) square feet of gross, leasable space, pursuant to section 9198(B)(1) of this Code. However, if the dispensary to be operated by the applicant does not dispense ~~medical marijuana~~cannabis to patients or eligible Adult Use patrons on site but services qualified patients and patrons through deliveries in compliance with Ssection 5717 of this Ceode, then adequate parking will be provided at a rate of one space for every four hundred (400) square feet of gross leasable space, pursuant to Ssection 9198(G)(3) of this Ceode.

§5711 INVESTIGATION AND ACTION ON APPLICATION

After the making and filing of a complete application for the Dedispensary Uuse Ppermit and the payment of the fees, the applicant shall complete a fingerprint background check and the Police Department shall conduct an investigation of the application. In processing the application:

A. The Planning Department shall refer the application to any other City departments as necessary to complete the review of the application.

B. Following provision of complete application materials, inter-departmental review, and compliance with the California Environmental Quality Act, the Planning Department shall schedule the Dedispensary Uuse Ppermit for Planning Commission review. In making a decision to grant or deny the application the Planning Commission shall follow the notice and hearing procedures and make the findings required by sections 9262C through F of this Ceode and shall either grant or deny the application in accordance with the provisions of this chapter.

C. In approving a Dedispensary Uuse Ppermit, the Planning Commission may impose conditions, restrictions or require revisions to the proposal to comply with the purpose and intent of this chapter.

D. The Planning Department shall cause a written notice of the Planning Commission decision to issue or deny a permit to be mailed to the applicant by U.S. mail.

§5712 APPEAL FROM PLANNING COMMISSION DETERMINATION

A. An applicant aggrieved by the Planning Commission decision to issue or to deny a Dedispensary Uuse Ppermit may appeal such decision to the City Council by filing an appeal. All determinations of the Planning Commission regarding Dedispensary Uuse Ppermits shall be final unless a written appeal, stating the reasons for the appeal, and the appeal fee, if any, as established by resolution of the City Council from time to time, are filed with the City Council within ten (10) days of the date the decision was made. Appeals may be filed by an applicant or any interested party. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken.

B. The City Council shall conduct a duly noticed public hearing on the appeal in accordance to the procedures applicable to an appeal of a decision to grant or deny a use permit as set forth in Division 9, Chapter 2, Article 20 of this Code. At the close of the public hearing, the City Council may affirm, reverse, or modify the appealed decision of the Planning Commission. All City Council decisions on appeals of the Planning Commission's decision with regard to an application for a Dispensary Use Permit are final for the City.

§5713 REVOCATION

A. Any Dispensary Use Permit issued under the terms of this chapter may be revoked by the Zoning Administrator, when it shall appear to the Administrator that the use for which the ~~dispensary use p~~ermit was granted is not being conducted in compliance with the Permit as conditioned, the permittee has violated any of the requirements of this chapter, or the dispensary is operated in a manner that violates the provisions of this Chapter, including the criteria for review and operating requirements sections, or conflicts with State law.

B. The Zoning Administrator shall conduct revocation proceedings in compliance with section 9262H of this Code, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator. Notice of the hearing required by said section shall be given in compliance with section 9262C of this Code. In addition, notice of the revocation hearing, including a description of the facts and violations relied upon in seeking revocation, shall be served on the permit holder by personal service, overnight courier or registered United States mail, return receipt requested, not later than ten (10) days prior to the hearing. Service shall be deemed complete when received by the permit holder or forty-eight (48) hours after deposit in the United States mail, whichever occurs first. Notice shall be sent to the address as shown on the permit application or to an address which the permit holder has requested in writing that the City use for official communications. The address shall not be a post office box, but must be a physical address.

C. If any person holding a permit or acting under the authority of such permit under this chapter is convicted of a public offense in any court for any offense that would constitute a violation of their Dispensary Use Permit or this Chapter, the Zoning Administrator may revoke such permit forthwith without any further action thereof, other than giving notice of revocation to the permittee.

D. The final decision of the Zoning Administrator to revoke a Dispensary Use Permit may be appealed to the Planning Commission. The appeal hearing shall be conducted in compliance with Section 9266 of this Code, except that all references therein to the City Council in an appeal of a Zoning Administrator decision shall be deemed to refer to the Planning Commission.

§5714 EFFECT OF REVOCATION

When a final decision has been made revoking any Dispensary Use Permit provided for in this Chapter, no new application for a dispensary use permit shall be accepted from the applicant and no such ~~p~~ermit shall be issued to such person or to any corporation or other business entity, including, but not limited to, a partnership or limited liability company, in which he or she shall have any direct or indirect beneficial, financial or ownership interest for a period of three (3) years after the action revoking the Permit.

§5715 TRANSFER OF PERMITS

- A. A permittee shall not operate a dispensary under the authority of a ~~D~~ispensary ~~U~~se ~~P~~ermit at any place other than the address of the dispensary stated in the application for the ~~P~~ermit.
- B. A permittee shall not transfer ownership or control of a dispensary, including by transferring a controlling interest in the permittee, or transfer a ~~D~~ispensary ~~U~~se ~~P~~ermit to another person or entity unless and until the transferee obtains its own ~~D~~ispensary ~~U~~se ~~P~~ermit. Any other assignment of a ~~D~~ispensary ~~U~~se ~~P~~ermit is prohibited.
- C. No ~~D~~ispensary ~~U~~se ~~P~~ermit may be transferred when the Zoning Administrator or Planning Commission have notified the permittee that the ~~P~~ermit has been or may be revoked.
- D. Any attempt to transfer a ~~D~~ispensary ~~U~~se ~~P~~ermit either directly or indirectly in violation of this section is declared void, and the ~~P~~ermit shall be deemed revoked.

§5716 TIME LIMIT FOR FILING APPLICATIONS UPON ANNEXATION

Any dispensary that was legally established in Mendocino County ("County") and which is subsequently annexed into the City must apply for and obtain a ~~D~~ispensary ~~U~~se ~~P~~ermit in compliance with the provisions of this chapter within ninety (90) days from the date the annexation becomes effective. Continued operation of a dispensary without a ~~P~~ermit more than ninety (90) days after annexation shall constitute a violation of this chapter, unless an extension of the ninety (90) day period is approved by the Planning Commission upon the applicant's demonstration of reasonable grounds to do so.

§5717 MARIJUANA DELIVERY

A. A permitted dispensary located in the City may deliver marijuana to qualified patients and caregivers and to persons eligible for adult-use at their residence in the City or to the same class of persons outside the City's jurisdiction. Such permissible delivery of marijuana to qualified patients or adults over the age of 21 years within the City limits shall be limited to delivery by lawfully operated, permitted dispensaries located within the jurisdictional limits of the City. Any individual engaging in the activity of delivering medical-marijuanacannabis from a permitted dispensary to a qualified patient must have a City of Ukiah business license in accordance with Division 2, Chapter 1, Article 3 of this Code.

All other marijuana delivery is a prohibited activity in the City, except where the City is preempted by Federal or State law from enacting a prohibition on such activity.

B. In conformity with section 6001 of this Code, it shall be unlawful for any qualified individual engaging in the activity of delivering medical-marijuanacannabis from a permitted dispensary to a qualified patient to be in an intoxicated condition or under the influence of narcotic drugs within the corporate City limits of the City in, on, or about any automobile, motorcycle, motor vehicle, street car, railroad car or other vehicle.

§5718 VIOLATIONS

A. It is unlawful for any person, individual, partnership, co-partnership, firm, association, joint stock company, corporation, limited liability company or combination of the above in whatever form or character to violate any provision or fail to comply with any of the requirements of this chapter.

B. A violation of this ~~C~~chapter shall be subject to the enforcement and penalties specified in ~~S~~section 5722 of this ~~C~~code.

§5719 REMEDIES

This chapter shall be subject to enforcement pursuant to Division 9, Chapter 2, Article 22 of this ~~C~~code.

§5720 SEPARATE OFFENSE FOR EACH DAY

Any person who violates any provision of this chapter shall be guilty of a separate offense for each and every day during any portion of which any such person commits, continues, permits, or causes a violation thereof, and shall be penalized accordingly.

§5721 HOLD HARMLESS

As a condition of approval of any permit issued pursuant to this chapter for ~~medical marijuana~~~~cannabis~~ cultivation, processing, or distribution, the permittee shall indemnify, defend and hold harmless the City of Ukiah and its agents, officers, elected officials, and employees for any claims, damages, or injuries brought by a permittee's clients or employees, adjacent or nearby property owners or other third parties due to permitted uses or operations, and for any expense incurred by City as a result of or in defense of any such claim.

§5722 PENALTIES

A. It shall be unlawful and constitute a misdemeanor for any person to violate the provisions of this chapter, punishable by a fine of not more than one thousand dollars (\$1,000.00) or imprisonment in the County jail for a period of not more than six (6) months or both. This penalty shall not apply, if prohibited by State law.

B. The penalty provided herein is in addition to any other penalty or remedy available at law or in equity, whether civil or criminal, for any violation of this chapter or engaging in activity requiring a City license or permit, including, without limitation, a business license or building permit, without first obtaining such permit or license.

§5723 JUDICIAL REVIEW

Judicial review of a decision made under this chapter may be had by filing a petition for a writ of mandate with the superior court in accordance with the provisions of the California Code of Civil Procedure section 1094.5.

Any such petition shall be filed within ninety (90) days after the day the decision becomes final as provided in California Code of Civil Procedure section 1994.6 which shall be applicable for such actions.

SECTION 2

Article 15.6 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *):

§9173 PURPOSE

Sections 9173.2 through 9173.~~6~~7 in this article provide site planning, development, and/or operational standards for certain land uses that are allowed in certain zoning districts without discretionary review. The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use.

§9173.1 APPLICABILITY

The land uses and activities included in sections 9173.2 through 9173.~~6~~7 of this code shall comply with the provisions of the section applicable to the specific land use, in addition to all other applicable provisions of this article and the Ukiah City Code.

A. Where Allowed: The uses that are subject to the standards in sections 9173.2 through 9173.~~6~~7 of this code shall only be located in the zoning districts indicted herein.

B. Development Standards: The standards for specific land uses included in sections 9173.2 through 9173.~~6~~7 of this code are required and supplement those included in the Ukiah City Code. In the event of any conflict between the requirements of sections 9173.2 through 9173.~~6~~7 of this code and those included elsewhere in the City Code, the requirements of sections 9173.2 through 9173.~~6~~7 of this code shall control.

* * *

SECTION 3

Table 3 in Section 9223.1 of Article 18, Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by specifying that a Cannabis Retailer is an allowable use with a Dispensary Use Permit (DUP) in the General Urban (GU), Urban Center (UC), and Downtown Core (DC) zoning districts.

SECTION 4

Article 20 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended to read as follows (unchanged text is omitted and is shown by “* * *”):

§9261 DISCRETIONARY PLANNING PERMITS

* * *

D. ***

* * *

5.

a. In all Zoning Districts in which they are a permitted use, the following Cannabis Related Businesses shall be considered major uses:

Cannabis Cultivation – Large Indoor.

Cannabis Cultivation – Large Mixed-Light.

Cannabis Cultivation – Medium Indoor.

Cannabis Cultivation – Medium Mixed-Light.

Cannabis Cultivation – Small Indoor.

Cannabis Cultivation – Small Mixed-Light.

Cannabis Cultivation – Specialty Cottage.

Cannabis Cultivation – Specialty Indoor.
Cannabis Cultivation – Specialty Mixed Light.
Cannabis Microbusiness.
Cannabis Nursery.
~~Cannabis Retailer.~~

Major Use Permits issued for Cannabis Related Businesses shall be subject to annual review, and shall be subject to annual review and revocation according to the procedures set forth in Section 9262, subsections K and L of this Article.

b. In all Zoning Districts in which they are a permitted use, the following Cannabis Related Businesses shall be considered minor uses:

Cannabis Distribution
Cannabis Manufacturing – Level 1

Minor Use Permits issued for Cannabis Related Businesses shall be subject to annual review, and shall be subject to annual review and revocation according to the procedures set forth in Section 9262, subsections K and L of this Article.

c. In the Heavy Commercial (C-2) and Manufacturing (M) Zoning Districts zoning districts, Cannabis Testing Laboratories shall be considered a minor use. In the Community Commercial zoning district (C-1) and General Urban (GU), Urban Center (UC), and Downtown Core (DC) zoning districts, Cannabis Testing Laboratories shall be considered a major use.

d. In all Zoning Districts in which they are a permitted use, Cannabis Retailers will be required to obtain a Dispensary Use Permit, as set forth in Chapter 8 of Division 6 of this Code.

SECTION 5

1. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Ukiah hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

2. EFFECTIVE DATE.

This Ordinance shall be published as required by law in a newspaper of general circulation in the City of Ukiah, and shall become effective thirty (30) days after its adoption.

Introduced by title only on _____, 2018, by the following roll call vote:

AYES:

NOES:
ABSENT:
ABSTAIN:

Adopted on _____, 2018 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Kevin Doble, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Approval of Amendment No. 4 to the Contract with Carollo Engineers for Design Revisions to the Chlorine Contact Basin Expansion and Recycled Water Project in the Amount of \$193,609.

DEPARTMENT: Water Resources

PREPARED BY: Jarod Thiele

ATTACHMENTS:

[Attachment 1 - Scope of Work](#)

Summary: Council will Consider Approving of Amendment No. 4 to the Contract with Carollo Engineers for Design Revisions to the Chlorine Contact Basin Expansion and Recycled Water Project in the Amount of \$193,609.

Background: Over the course of the past five years, the City has completed a Recycled Water Feasibility Study and all CEQA documentation with the ultimate goal of constructing a Recycled Water System to assist in the disposal of effluent generated at the Waste Water Treatment Plant (WWTP).

In Early 2016, the City secured funding in the amount of \$32,085,000 from Proposition 1 to construct Phases 1-3 of the Recycled Water System. The project experienced significant delays due to ongoing litigation with the Ukiah Valley Sanitation District. Since Council approved securing the debt with Water funds on December 7, 2016, steady progress has been made finalizing the agreement with the State Water Resources Control Board Division of Financial Assistance.

On June 7, Council authorized the City Manager to negotiate and execute the final funding agreement with the

RECOMMENDED ACTION: Approval of Amendment No. 4 to the Contract with Carollo Engineers for Design Revisions to the Chlorine Contact Basin Expansion and Recycled Water Project in the Amount of \$193,609.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 83024430.80230- \$25,875,000

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: Contract 1314-231

COORDINATED WITH: Sean White, Water Resources Director

Approved:


Sage Sangiacomo, City Manager

State Water Resources Control Board Division of Financial Assistance. At the same meeting, Council approved the plans and specifications and directed staff to advertise for bids.

On June 21, 2017, Council authorized Amendment No. 3 for chlorine contact basin design as well as Engineering Services During Construction (ESDC) and Construction Management and Inspection Services (CM)

Discussion: During design of the Chlorine Contact Basins, site investigations at the WWTP revealed a number of design constraints that required additional engineering including rerouting existing electrical and re-configuring the basin drainage system.

For the Recycled Water Project, a number of engineering and regulatory issues were identified that required additional work including pipeline realignment (Gobbi Street), geotechnical work for the increased size of the storage pond and additional permitting requirements.

At this time, staff is recommending approval of Amendment No. 4 Scope of Work (Attachment 1) in the amount of \$193,609 (\$106,000 for the Recycled Water Project and \$87,609 for the Chlorine Contact Basin).

January 26, 2018

Mr. Tim Eriksen
City Engineer/Director of Public Works
City of Ukiah
300 Seminary Ave.
Ukiah, CA 95482

Subject: Phases 1-3 Recycled Water Distribution System Project Budget

Dear Mr. Eriksen:

As you and Tracy Clinton have discussed, the final design effort for the Phase 1-3 Recycled Water Distribution System project exceeded the total amount of our contract, including amendments (excluding the most recent amendment for engineering services during construction (ESDC), Construction Management, and the design of the Chlorine Contact basins). We have exceeded the design budget by approximately \$176,000. Carollo has absorbed \$70,000 of the overage. We are requesting an amendment to cover the remaining \$106,000.

The \$106,000 overage for which we are requesting reimbursement was expended for the following tasks that either required a higher than anticipated level of effort or were out of scope:

- Alignment revision at East Gobbi Street (\$4,000)
 - Nitrogen Balance Study (\$15,000)
 - RWQCB/DDW Draft Engineering Report and Notice Of Intent (NOI) (\$10,000)
 - Inundation Plan for DSOD Permit Application (\$18,000)
 - Additional Carollo labor required to manage and provide engineering input to assist LACO Associates with the recycled water storage pond design. (\$54,000)
- This included:
- Developing solutions to address potential water quality issues caused by long detention times going from the 3MG pond required for the Phase 1 & 2 pond to the 66 MG pond required for the Phase 1-3 pond.
 - Unanticipated design effort associated with recirculation pipeline configuration required for the three cell structure.
 - Extensive QA/QC of the LACO design to meet siting and water quality standards.
 - Design of inlet/outlet details and pond overflow (not in Carollo's scope)
- A higher than expected number of questions to respond to during bidding (\$5,000)

To keep budgets for SRF and non-SRF funded components separate and to facilitate tracking of expenses for SRF purposes, we have divided the overall budget into the following categories/budgets:

- Phase 1-3 Recycled Water Distribution System Design and ESDC (\$2,130,422)
- Chlorine Contact Basin Design (\$254,965)
- Construction Management (\$1,442,391)

We are requesting that the additional \$106,000 be added to the Phase 1-3 Recycled Water Distribution System Design and ESDC budget for a new budget of \$2,236,422 and a total overall budget of \$3,933,778.

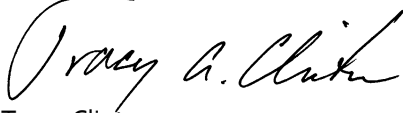
Mr. Tim Eriksen
City Engineer/Director of Public Works
City of Ukiah
January 26, 2018

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If you would like discuss these items further, please contact either me or Tracy Clinton at 925-932-1710.

Sincerely,

CAROLLO ENGINEERS, INC.

A handwritten signature in black ink, reading "Tracy A. Clinton". The signature is fluid and cursive, with the first name "Tracy" being more prominent.

Tracy Clinton
Associate Vice President

TAC:jl

cc: Jarod Thiele, City of Ukiah
Tracy Clinton, Carollo Engineers

March 9, 2018

Mr. Tim Eriksen
City Engineer/Director of Public Works
City of Ukiah
300 Seminary Ave.
Ukiah, CA 95482

Subject: Recycled Water System Additions/Revisions – Chlorine Contact Basins

Carollo Contract #: 8660E.10

Dear Mr. Eriksen:

The purpose of this letter is to inform you of requested project revisions and request the additional budget to complete and implement those. The chlorine contact basins (CCB) design is being revised currently with the City's approval based on emails and conversations. Due to time constraints with the project starting and the contractor beginning work, Carollo has already started these revisions at the request of Sean White. The revisions and costs are explained further below.

The main Chlorine Contact Basins revisions are outlined below. Costs for each are also identified by item.

- Subconsultant Fees
 - The subconsultant fees for the Topographical Survey and Mapping and the Geotechnical and Corrosion Investigation were greater than budgeted for in the original design contract.
 - SUMMARY - Added topographical survey fees, \$5,257. Added geotechnical investigation fees, \$4,175. Total additional sub fees = \$9,432, including Carollo's sub mark-up.
- Walkway
 - During a site visit on 1/25/2018 Alan Hodges expressed need for an elevated walkway across the basins at mid length. The elevated walkway would allow the operations staff ample access to spray down the interior wall faces with utility hoses for cleaning and removal of algae.
 - During the project status phone conversation Sean White approved the addition of the elevated walkway.
 - SUMMARY - Added civil/mechanical/structural design effort for the elevated walkway, \$9,614.
- Rerouting Existing Electrical
 - The original scope of the CCB did not include any electrical, instrumentation or controls as all chemical injection, analyzers and level sensors are outside of the CCB.
 - After starting design it became apparent that there was a significant amount of existing electrical and control runs that need to be temporarily removed and replace or rerouted permanently in order to perform the mass excavation required for the construction of the CCBs.
 - It was agreed to by Sean White during a project status meeting on 1/23/2018 that some electrical work is needed and that a second site visit would be made to identify the electrical handholes, conduits, and conductors that need to be removed and replaced or rerouted.
 - SUMMARY - Added electrical design effort for the rerouting of site electrical, \$21,490.

- Drain Line
 - During a site visit on 8/29/2017 Alan Hodges mentioned that the existing basins were slow to drain through the 4" drain line and did not completely empty the basins. It was agreed that a new larger drain line would be constructed to the west and tied into MH-21 which is located in the road in front of the sludge dewatering facility. This new drain line would also carry stormwater from the CCB site.
 - After the initial topographic survey, it was determined that the invert at MH-21 was not deep enough to drain the CCBs. A new route needed to be established. We then decided to use the existing 4" drain route and upsize the drain line. During a second site visit on 1/25/2018, we were unable to determine where the existing 4" drain terminated. A City maintenance crew attempted to trace the line, but was unable to probe the line due to a broken buried valve or other obstruction.
 - We then proposed a new drain route from the CCBs west to a new manhole and north to existing MH-EXB2 located in between the AWT and Primary Clarifiers. The City surveyors located the route and established the invert elevations of MH-EXB2. The results were that the MH invert elevations provided a minimal slope from the CCB to MH-EXB2 however, the new drain line would enter below the surcharge manhole water surface elevation. The potential could exist for raw sewage from the surcharged manhole to backup, through the drain line, and contaminate the CCB. This was not acceptable.
 - During the project status meeting on 2/13/2018 with Sean White and Jared Thiele, it was decided to separate the CCB drain line from the gravity storm drain/sewer systems. It was agreed that the CCB under drain lines will flow into a new wet well, constructed next to the basins. A temporary or permanent pump could be used to drain the wet well into the nearby storm drain manhole with an air gap.
 - The storm drain line will follow the proposed alignment to existing MH-EXB2 and will be used to drain the CCB area.
 - SUMMARY - Added civil/mechanical design effort for relocating drain line and wet well, \$7,939.
- Drain Pump Station
 - Two type of pump stations were discussed for the CCB drain - temporary and permanent – as noted above. On 2/14/2018 Alan Hodges and Sean White approved the design of a permanent pump station in the CCB wet well.
 - SUMMARY - Added mechanical and electrical design effort for the CCB Drain Pump Station, \$39,136.

Design costs shown above total to \$87,609 (due to rounding, it appears to be \$2 less than the above adds to). The construction budget impacts are estimated at approximately \$149,404.

We are requesting that the additional design cost be added to the above referenced contract. The additional amount of \$87,609 would be added to the existing Chlorine Contact Basin design contract for a new total of \$342,574.

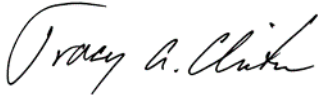
Mr. Tim Eriksen
City Engineer/Director of Public Works
City of Ukiah
March 9, 2018

Page 3

If you would like discuss these items further, please contact me at 925-932-1710 or TClinton@carollo.com or Mike Ducker at MDucker@carollo.com.

Sincerely,

CAROLLO ENGINEERS, INC.



Tracy Clinton
Associate Vice President

TAC:jl

cc: Jarod Thiele, City of Ukiah
Sean White, City of Ukiah
Mike Ducker, Carollo Engineers



AGENDA SUMMARY REPORT

SUBJECT: Award Professional Services Agreement in the Amount of \$54,930 (MCOG to pay \$20,000; UUSD to pay \$10,000; and City to pay \$24,930; note posted 4/18/18 per Council direction) to Omni-Means, Ltd., a GHD Company to Complete a Traffic Analysis of Ukiah Schools and Surrounding Area and Approve Corresponding Budget Amendment.

DEPARTMENT: Public Works

PREPARED BY: Rick Seanor

ATTACHMENTS:

Attachment #1 RFP - Traffic Analysis - Ukiah Schools and Surrounding Area

Attachment #2 Proposal Traffic Analysis - Ukiah Schools & Surrounding Area

Attachment #3 Fee Estimate Traffic Analysis - Ukiah Schools & Surrounding Area

Summary: The City Council will consider awarding a professional services agreement to Omni-Means, Ltd., a GHD Company to complete a Traffic Analysis of Ukiah Schools and Surrounding Area. The City Council will also consider approving a budget amendment for this work.

Background: This project will complete a Traffic Analysis of Ukiah Schools and Surrounding Area. Staff worked coordinated and worked with the Mendocino Council of Governments (MCOG) and the Ukiah Unified

RECOMMENDED ACTION: Award professional services agreement in the amount of \$54,930 (MCOG to pay \$20,000; UUSD to pay \$10,000; and City to pay \$24,930; note posted 4/18/18 per Council direction) to Omni-Means, Ltd., a GHD Company to complete a Traffic Analysis of Ukiah Schools and Surrounding Area and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: N/A

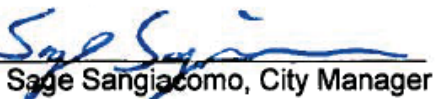
PROPOSED BUDGET AMOUNT: \$54,930 (MCOG to pay \$20,000; UUSD to pay \$10,000; and City to pay \$24,930; note posted 4/18/18 per Council direction) - A/C # 10024210.52100, Project Code #18003

FINANCING SOURCE: \$20,000 MCOG funds, \$10,000 UUSD funds, and \$24,930 (incorrectly listed; amount should be \$24,930; note posted 4/18/18 per Council direction) City of Ukiah funds

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager; Tim Eriksen, Director of Public Works / City Engineer

Approved: _____


Sage Sangiacomo, City Manager

School District (UUSD) to develop the scope of work for the request for proposals (RFP). The consultant will obtain intersection traffic counts at the following six intersections: N. State St. and Empire Dr. / Ford Rd.; N. State St. and Low Gap Rd. / Brush St.; N. Bush St. and Low Gap Rd.; Despina Dr. and Low Gap Rd.; Despina Dr. and Empire Dr.; and Despina Dr. and Capps Lane. Signal timing will be analyzed at the State and Empire/Ford and State and Low Gap Road / Brush Street intersections. Updated signal timing sheets will be developed. The unsignalized intersections will be analyzed for interim, low cost recommendations and long term capital improvement recommendations. Pedestrian and bicycle movements at the aforementioned intersections will be analyzed with recommendations provided. The traffic flow at Ukiah High School will be reviewed during peak hours and recommendations will be provided regarding circulation for buses, parents dropping and collecting children, etc. Lastly, the traffic consultant will provide out-of-the-box recommendations regarding the traffic situation at the six mentioned intersections and Ukiah High School.

Discussion: After developing the scope of work, the City of Ukiah issued a request for proposals (Attachment #1), and sent it to twelve prospective consultants and to three firms which distribute RFP's to prospective consultants. In addition, staff posted the RFP on the City's website through eBidboard. In response to the City's RFP, two consulting firms (Omni-Means, Ltd., a GHD Company and Wtrans) submitted proposals. The Consultant Selection Committee consisting of MCOG staff, UUSD staff, and City of Ukiah staff reviewed the proposals and selected Omni-Means as the consultant best qualified to complete the requested work. Omni-Means proposal, Attachment #2 and fee estimate, Attachment #3 are included with this report for reference. Omni-Means fee for the proposed work is \$54,930. MCOG has agreed to provide funding for this project in the amount of \$20,000. The UUSD has agreed to commit funding in the amount of \$10,000. Staff recommends that the City of Ukiah contribute the remainder of funding \$34,930 in order to proceed with the project.

**CITY OF UKIAH
REQUEST FOR PROPOSAL**

**TRAFFIC ANALYSIS – UKIAH SCHOOLS AND
SURROUNDING AREA**

PROPOSAL DUE 5 PM MARCH 20, 2018

GENERAL INFORMATION / PROJECT LOCATION

The City of Ukiah with a population of 16,186 people is located approximately 115 miles north of San Francisco, CA on the US Highway 101 corridor. Ukiah is also the retail service hub to an area reaching a 50-mile perimeter and experiences a daytime service population exceeding 35,000 people. This project is jointly funded by the Mendocino Council of Governments (MCOG), the Ukiah Unified School District (UUSD), and the City of Ukiah.

The City of Ukiah requests proposals from qualified firms to provide professional services to prepare a traffic analysis of Ukiah schools and key intersections on routes to the schools.

SCOPE OF SERVICES

The scope of the update for the traffic study shall include tasks described below, as well as other elements or modifications, which may be suggested by consultants presenting proposals to better meet the needs of the City. All services shall be provided in accordance with the City's draft professional services agreement, a sample of which is attached as Attachment "A". The Consultant's proposal shall include, but not be limited to the following:

- Obtain intersection traffic counts at N. State St. and Empire Dr. / Ford Rd.; N. State St. and Low Gap Rd. / Brush St.; N. Bush St. and Low Gap Rd.; Despina Dr. and Low Gap Rd.; Despina Dr. and Empire Dr.; and Despina Dr. and Capps Lane. Intersection traffic counts shall be collected both during the school year and during the summer months when school is not in session.
- Analyze the signal timing at the two signalized intersections and provide updated signal timing sheets.
- Analyze the unsignalized intersections and provide both interim, low cost recommendations and long term capital improvement recommendations regarding traffic flow.
- Analyze the pedestrian and bicyclist movements at the aforementioned intersections and provide recommendations.
- Review the traffic flow at Ukiah High School during peak hours and provide recommendations regarding circulation for buses, parents dropping and collecting children, etc.
- Provide out-of-the-box recommendations regarding the traffic situation at the six mentioned intersections and Ukiah High School.

SCHEDULE

- Proposals for the traffic study will be received until 5:00 PM on Tuesday, March 20, 2018.

- Consultant Selection Committee reviews proposals March 20 - April 4, 2018.
- City Council award of professional services agreement to selected consultant: April 4, 2018.
- Consultant initiates and completes traffic study: April 5 through August 3, 2018.
- Consultant submits draft study for review: August 3, 2018.
- MCOG, UUSD, and City review and comment on draft traffic study: August 6-17, 2018.
- Consultant prepares final traffic study and produces final copies as required by agreement: August 20-September 7, 2018.
- Consultant submits final traffic study: September 7, 2018.

WORK PRODUCT REQUESTED

- Twelve (12) bound copies of the final traffic study.
- One electronic copy of the final traffic study (PDF format).

REFERENCE INFORMATION

The following documents are available for your reference at this weblink

<https://cityofukiah.box.com/s/iprxon0y3asv5uj5huny987sksjfxk14>

- City of Ukiah, Citywide Circulation Study – February 2007
- City of Ukiah Safe Routes to School Plan – August 2014
- Ukiah Bicycle and Pedestrian Master Plan – adopted April 20, 2016

CONSULTANT'S PROPOSAL

Proposals shall be labeled “**Proposal-Traffic Analysis of Ukiah Schools and Surrounding Area**”. Proposals shall be submitted to:

Rick Seanor, Deputy Director of Public Works
City of Ukiah
Department of Public Works
300 Seminary Avenue
Ukiah, CA 95482-5400

Eight (8) copies of the PROPOSAL are required. Proposals must be received prior to 5:00 PM March 20, 2018.

Proposals shall include as a minimum the following:

Project approach and schedule

Describe the proposed approach and procedures to be used in completing the tasks described in the Scope of Services. Include a proposed schedule showing completion of the various tasks.

Cover letter

The cover letter should include a brief overview of the specific approach and procedures the firm proposes to complete the tasks described in the Scope of Services. An explanation of why the specific plan detailed in the proposal is the best plan for the City should be included. The cover letter must be signed by an official authorized to bind the successful firm contractually and shall contain a statement to the effect that the proposal is a firm offer for a minimum period of thirty (30) days after the submittal date. The letter accompanying the proposal shall also provide the following: name, title, address, and telephone number of individuals with the authority to negotiate a contract and bind the consultant to the terms of the contract.

Project team

Describe the qualifications and experience of the firm as related to the project, and the proposed staff to be assigned to this project. Describe the qualifications and experience of any proposed sub-consultants and identify the work they will accomplish. Firms, sub-consultants and proposed staff must demonstrate experience with similar projects. Staff proposed to be in charge of the project must demonstrate significant experience supervising similar work. Describe the proposed team organization, current and previous work assignments, and man-hours budgeted for each team member. Provide the name and brief resume of the individual who will be in responsible charge of the project along with the names and brief resumes of the firm's staff who will be assigned to the project.

Sub-consultants

If sub-consultants are to be used, the prospective contractor must submit a description of each person or firm and the work to be done by each sub-consultant. The cost of the subcontract work is to be itemized in the cost proposal. Please note that funds for this study cannot pay for consultant mark-up on sub-consultant costs.

Fee proposal

Provide a fee proposal based on an hourly rate schedule with a "not to exceed" maximum cost for all work identified in the Scope of Services. Indicate if travel time, mileage, and per diem will be charged. Include any sub-consultant cost. Additionally, please identify miscellaneous costs associated with this proposal. Submit a copy of your firm's current itemized hourly rate fee schedule.

The fee proposal shall itemize all items that will be charged to the project. Costs shall be shown to reflect fully-weighted hourly billing rates for all personnel, however, the methodology for calculating the fully-weighted rates must be shown (e.g. labor, overhead rate, fringe, profit, etc.). Consultant mark-up on direct costs is not allowed. Reimbursement for travel-related direct costs (hotels, meals, etc.) is limited to approved State rates which may be found on the Caltrans website: <http://www.dot.ca.gov/hq/asc/travel/ch12/1consultant.htm> When invoicing, receipts are required to be submitted for all direct costs, other than fully-weighted personnel costs.

Please submit the fee proposal in a separate, sealed envelope marked "Fee Proposal".

References

Provide a list of similar projects for which the firm has completed traffic studies with a list of at least three client references associated with these projects. Include client references for any proposed sub-consultants. Provide names of contact person, addresses and telephone numbers for all client references.

Exceptions

Identify any exceptions you are proposing with respect to the Scope of Services. Additionally, if there are any exceptions to the City's insurance requirements and/or the City's draft professional services agreement as shown in the attachments, the Consultant should list the exceptions in the proposal.

SPECIAL PROPOSAL REQUIREMENTS

Proposal documents shall be produced on recycled paper, when practicable. The proposal front cover shall be labeled in such a way as to identify that the document was produced on recycled paper. Where practicable, the pages of the proposal shall be produced double sided.

AFFIRMATATIVE ACTION

Prospective contractors should be aware that the Equal Employment Opportunity Requirement of Executive Order 11246, as amended by Executive Order 11275, Title VII of the Civil Rights Act of 1964, the California Fair Employment Practices Act and other federal and state laws pertaining to equal employment opportunity are applicable to any contract awarded by the City of Ukiah.

INSURANCE REQUIREMENTS

The insurance requirements are as per specified in the draft professional services agreement, Attachment "A".

EVALUATION OF CONSULTANT'S PROPOSAL

The following evaluation criteria will be used in evaluating and selecting candidates:

1. Candidate's specialized experience and technical competence as applicable to the services required. Resumes must be furnished for the proposed team members and team leader. (20 points)
2. Candidate's past record of performance, on similar projects, including control of costs, quality of work, and completion in a timely manner. (20 points)

3. Candidate's capacity to perform the work in a timely fashion. A proposed work plan and organization chart should be included. (15 points)
4. Candidate's familiarity with the type of problems applicable to the project. (20 points)
5. Candidate's demonstrated experience in preparing traffic studies. (25 points)

CONTRACT AWARD

A contract will be negotiated with the individual or firm determined in the proposal evaluation process to be best suited to perform this project. If a contract cannot be negotiated with the individual or firm submitting the highest rated proposal which is in the best interest of the City of Ukiah, then staff will terminate negotiations with that firm and commence the negotiation process with the firm submitting the second highest rated proposal.

This contract will be awarded using a cost reimbursement payment method. The contract will include all State and/or Federal requirements that "flow down" from the funding sources. A contract shall not be awarded to a consultant without an adequate financial management and accounting system as required by 48 CFR Part 16.301-3, 49 CFR Part 18, and 48 CFR Part 31 (per Caltrans' Local Assistance Procedures Manual Chapter 10.5). A pre-award audit may be required.

SUPPLEMENTAL INFORMATION

Attached please find the following:

A draft professional services agreement, Attachment "A".

RIGHT OF REFUSAL

The City reserves the right to reject any and all proposals without qualifications. Proposals will be considered only in their entirety. The City reserves the right to negotiate the specific requirements and costs using the selected proposal as a basis.

QUESTIONS

Questions shall be directed to Rick Seanor, Deputy Director of Public Works, City of Ukiah, Department of Public Works, 300 Seminary Avenue, Ukiah, CA 95482-5400, voice phone: (707) 463-6296, fax phone: (707) 463-6204, and email: rseanor@cityofukiah.com

ATTACHMENT "A"

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this ____ day of _____, 2018 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and -----, a corporation, organized and in good standing under the laws of the state of California, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services to complete a traffic analysis for Ukiah schools and surrounding area.
- b. Consultant represents that it has the qualifications, skills, experience and properly licensed to provide these services, and is willing to provide them according to the terms of this Agreement.
- c. City and Consultant agree upon the Scope-of-Work and Work Schedule attached hereto as Attachment "A", describing contract provisions for the project and setting forth the completion dates for the various services to be provided pursuant to this Agreement.

TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

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

2.0 SCOPE OF SERVICES

- 2.1 As set forth in Attachment "A".
- 2.2. Additional Services. Additional services, if any, shall only proceed upon written agreement between City and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

- 3.1 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon receipt of a Notice to Proceed from City. Consultant shall complete the work to the City's reasonable satisfaction; even if contract disputes arise or Consultant contends it is entitled to further compensation.

4.0 COMPENSATION FOR SERVICES

- 4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated on a time and expense basis not to exceed a maximum dollar amount of \$-----. Labor charges shall be based upon hourly billing rates for the various classifications of personnel employed by Consultant to perform the Scope of Work as set forth in the attached Attachment B, which shall include all indirect costs and expenses of every kind or nature, except direct expenses. The

ATTACHMENT "A"

direct expenses and the fees to be charged for same shall be as set forth in Attachment B. Consultant shall complete the Scope of Work for the not-to-exceed guaranteed maximum, even if actual time and expenses exceed that amount.

- 4.2 Changes. Should changes in compensation be required because of changes to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes to the Scope-of-Work" means different activities than those described in Attachment "A" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement.
- 4.3 Sub-contractor Payment. The use of sub-consultants or other services to perform a portion of the work of this Agreement shall be approved by City prior to commencement of work. The cost of sub-consultants shall be included within guaranteed not-to-exceed amount set forth in Section 4.1.
- 4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work satisfactorily performed prior to the date of the invoice less any amount already paid to Consultant, which amounts shall be due and payable thirty (30) days after receipt by City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the fees charged for that task, and the direct expenses incurred and billed for. Invoices shall be accompanied by documentation sufficient to enable City to determine progress made and to support the expenses claimed.

5.0 ASSURANCES OF CONSULTANT

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

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

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

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

ATTACHMENT "A"

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

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

6.0 INDEMNIFICATION

- 6.1 Insurance Liability. Without limiting Consultant's obligations arising under Paragraph 6.2 Consultant shall not begin work under this Agreement until it procures and maintains for the full period of time allowed by law, surviving the termination of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with its performance under this Agreement.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office ("ISO) Commercial General Liability Coverage Form No. CG 20 10 10 01 and Commercial General Liability Coverage – Completed Operations Form No. CG 20 37 10 01.
2. ISO Form No. CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" or Code 8, 9 if no owned autos and endorsement CA 0025.
3. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.

ATTACHMENT "A"

3. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.
4. Errors and Omissions liability: \$1,000,000 per claim.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to the City, its officers, officials, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

- a. The City, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied or used by the Consultant, or automobiles owned, hired or borrowed by the Consultant for the full period of time allowed by law, surviving the termination of this Agreement. The coverage shall contain no special limitations on the scope-of-protection afforded to the City, its officers, officials, employees or volunteers.
- b. The Consultant's insurance coverage shall be primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
- d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from Consultant's performance of the work, pursuant to this Agreement.

ATTACHMENT "A"

3. Professional Liability Coverage

If written on a claims-made basis, the retroactivity date shall be the effective date of this Agreement. The policy period shall extend for the duration of the work being performed.

4. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Acceptability of Insurers

Insurance is to be placed with admitted California insurers with an A.M. Best's rating of no less than A- for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

F. Verification of Coverage

Consultant shall furnish the City with Certificates of Insurance and with original Endorsements effecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the City. Where by statute, the City's Workers' Compensation - related forms cannot be used, equivalent forms approved by the Insurance Commissioner are to be substituted. All Certificates and Endorsements are to be received and approved by the City before Consultant begins the work of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time. If Consultant fails to provide the coverages required herein, the City shall have the right, but not the obligation, to purchase any or all of them. In that event, the cost of insurance becomes part of the compensation due the contractor after notice to Consultant that City has paid the premium.

G. Subcontractors

Consultant shall include all subcontractors or sub-consultants as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor or sub-consultant. All coverage for sub-contractors or sub-consultants shall be subject to all insurance requirements set forth in this Paragraph 6.1.

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

ATTACHMENT "A"

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

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

7.0 CONTRACT PROVISIONS

- 7.1 Ownership of Work. All documents furnished to Consultant by City and all documents or reports and supportive data prepared by Consultant under this Agreement are owned and become the property of the City upon their creation and shall be given to City immediately upon demand and at the completion of Consultant's services at no additional cost to City. Deliverables are identified in the Scope-of-Work, Attachment "A". All documents produced by Consultant shall be furnished to City in digital format and hardcopy. Consultant shall produce the digital format, using software and media approved by City.
- 7.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Mendocino County.
- 7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.
- 7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without City's prior written consent.
- 7.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.
- 7.8 Termination. This Agreement may only be terminated by either party: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) City has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. City shall pay the Consultant only for services

ATTACHMENT "A"

performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to off-set for any direct or consequential damages City may incur as a result of Consultant's breach of contract.

7.9 Duplicate Originals. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. When so signed, each such document shall be admissible in administrative or judicial proceedings as proof of the terms of the Agreement between the parties.

8.0 NOTICES

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

CITY OF UKIAH
DEPT. OF PUBLIC WORKS
300 SEMINARY AVENUE
UKIAH, CALIFORNIA 95482-5400

9.0 SIGNATURES

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

CONSULTANT

BY: _____

Date

PRINT NAME: _____

IRS IDN Number

CITY OF UKIAH

BY: _____

SAGE SANGIACOMO
CITY MANAGER

Date

ATTEST

KRISTINE LAWLER, CITY CLERK

Date

Proposal for: TRAFFIC ANALYSIS – UKIAH SCHOOLS AND SURROUNDING AREA



City of Ukiah



Prepared for:
Rick Seanor | Deputy Director of Public Works | City of Ukiah
Department of Public Works | 300 Seminary Avenue | Ukiah, CA 95482-5400

Prepared by:



omni • means
A GHD Company



943 Reserve Drive, Suite 100 | Roseville, CA 95678





March 20, 2018

Rick Seanor
Deputy Director of Public Works
City of Ukiah
Department of Public Works
300 Seminary Avenue
Ukiah, CA 95482-5400

Re: Proposal-Traffic Analysis of Ukiah Schools and Surrounding Area

Dear Rick:

Planning for a safe and efficient multi-modal transportation network is the crux to solving the circulation issues currently being encountered on the roadway facilities in the study area. We have visited the Ukiah High School, Mendocino County offices, Pomolita Middle and Frank Zeek Elementary School, all of which have one thing in common, congestion. The start time for activities at these facilities is around 8:00 am/8:30 am. It is our understanding that a majority of the traffic to these facilities is auto centric and results in congestion on the study area roadways.

To solve these challenging issues, your project needs a team of experts in Intersection Control Evaluation (ICE) analysis and procedures, signal timing and optimization, identification of low cost improvements, and above all, a thorough understating of school traffic patterns. At Omni-Means, a GHD company, we have the ability to provide these services under one roof. This means for you - a more cohesive planning effort, enhanced project cost/budget control, and overall cost efficiencies.

I will serve as your project manager and have tremendous experience with the ICE process, having assisted several agencies with the ICE analysis. Furthermore, I drop off/pick up my children to/from school and am fully aware of the peaking characteristics of school traffic. I will bring this knowledge while being fully supported by a team of talented planners and engineers, led by Jim Damkowitch and Marty Inouye.

In addition to working closely with you, we fully intend to make the school administrative staff a part of the project team and seek their input and feedback in identifying the short term and long term solutions needed. We successfully utilized this approach on a similar project in Ceres, which can be found in the project experience section.

At Omni-Means/GHD, we pride ourselves on delivering well-managed projects on time and within budget. We have included a separately sealed envelope containing our budget with hourly billing rates guaranteed for the duration of this contract.

Sincerely,
Omni-Means, Ltd., a GHD Company

Kamesh Vedula, PE, TE
Principal-in-Charge/Project Manager

PS: This proposal is valid for a period of thirty (30) days after the proposal submittal date.

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Project Approach and Schedule

Project Approach

As reported by the Federal Highway Administration (FHWA) in 1969, about half of all students walked or bicycled to school. Today, however, the story is very different. Fewer than 15% of all school trips are made by walking or bicycling, one-quarter are made on a school bus, and over half of all children arrive at school in private automobiles.

This decline in walking and bicycling has had an adverse effect on traffic congestion and air quality around schools, as well as pedestrian and bicycle safety. Safety issues are a big concern for parents, who consistently cite traffic danger as a reason why their children are unable to bicycle or walk to school.

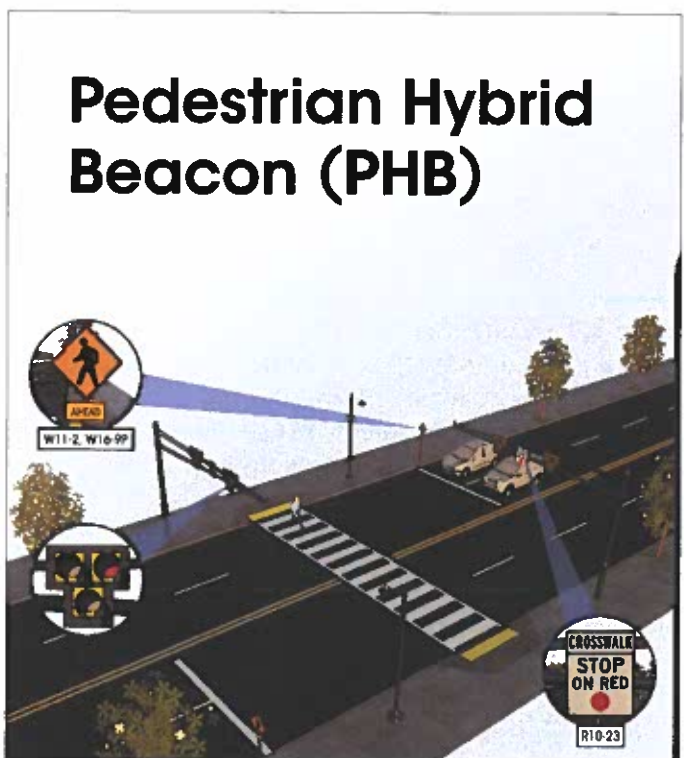
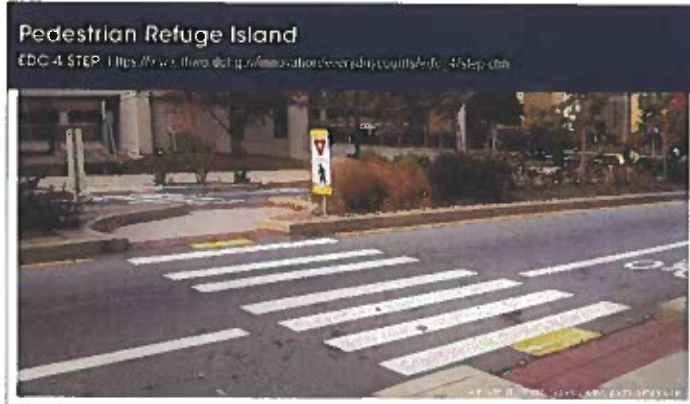
The purpose of the Ukiah Schools and Surrounding Area Traffic Analysis is to address these issues head on. The traffic analysis will identify improvements to intersections and roadways to encourage walking and biking and provide safe routes to school. The City of Ukiah's Citywide Circulation Study, Safe Routes to School Plan, and Bicycle

and Pedestrian Master Plan will be utilized as reference guides for the traffic study.

Omni-Means/GHD has extensive knowledge of intersection Control Evaluations (ICE). We have completed numerous evaluations for Cities, Counties, and State agencies within areas that have limited right of way, complex terrain, and unique circumstances. As part of the ICE process, traffic patterns are analyzed that incorporate commuter as well as school traffic. A part of this traffic study, each alternative would identify improvements that support and encourage pedestrian and bicycle traffic.

Funding can be difficult for some agencies. However, Omni-Means/GHD has completed several successful Active Transportation Program (ATP), Highway Safety Improvement Program (HSIP), and other grants to help off-set improvement costs. Additionally, we would be able to identify multiple opportunities that are low cost and aid in pedestrian travel by bringing friendly and safer conditions.

Additionally, Omni-Means/GHD has expertise in signal optimization and retiming. As a part of the



Graphics: FHWA - Safe Transportation for Every Pedestrian (STEP). https://www.fhwa.dot.gov/innovation/everydaycounts/edc_4/step.cfm



Project Approach and Schedule

ICE process, signal alternatives are analyzed. Omni-Means/GHD has provided coordinated signal timing plans for multiple corridors as well as signal timing plans for individual intersections. These update signal timing plans ensure adequate crossing times for pedestrians while ensuring maximum efficiency when appropriate for vehicular traffic.

With this experience, Omni-Means/GHD will be able to provide unique solutions and improvements that will encourage and promote alternative modes of transportation Ukiah schools and surrounding areas.



Omni-Means/GHD understands safety issues are a big concern; we will analyze the roadways to make sure we incorporate commuter as well as school traffic and find low cost solutions that aid in pedestrian travel.



Scope of Work

Task 1 - Data Collection, Meetings, and Project Management

Task 1.1 - Data Collection

To provide a data base of existing conditions, traffic counts will be collected during the AM and PM peak hours while schools are in session and during the summer while area schools are not in regular session. Omni Means/GHD will collect six (6) peak hour intersection turning movement counts at the following study locations:

1. N. State Street and Empire Drive/Ford Road
2. N. State Street and Low Gap Road/Brush Street
3. N. Bush Street and Low Gap Road
4. Despina Drive and Low Gap Road
5. Despina Drive and Capps Lane
6. Despina Drive and Empire Drive

Omni Means/GHD will include a bicycle and pedestrian issues and opportunities analysis for inclusion in the traffic study. The analysis will identify existing deficiencies in non-motorized connectivity and safety, review existing signage, amenities, and infrastructure for complete streets compatibility, and review potential improvements needed to serve both existing and future development.

Task 1.2 - Roadway Inventory

Roadway segments between study intersections will be inventoried and deficiencies in pedestrian and bicycle facilities will be identified. Review of the City of Ukiah's Citywide Circulation Study, Safe Routes to School Plan, and Bicycle and Pedestrian Master Plan will be reviewed to ensure that the need and purpose of this traffic study align with the long term vision for the city.

Task 1.3 - Meetings

Omni Means/GHD project manager will attend client and agency meetings. Omni Means/GHD has



budgeted up to three (3) project meetings. Any necessary meetings, beyond the 3 meetings, will be attended on a Time and Materials basis.

Task 1.4 - Project Management

The general project management responsibilities will include:

- ♦ Project kick-off meeting with Project Team and Advisory Committee
- ♦ Prepare and update master project schedule
- ♦ Coordinate project status meetings
- ♦ Effectively manage budget
- ♦ Ensure Quality Assurance and Quality Control measures are completed
- ♦ Prepare monthly invoices and progress reports
- ♦ The kick-off meeting will discuss the project schedule, scope of work, project goals and objectives, communications protocol, and any other administrative items.

Task 2 - Existing Conditions Analysis

Task 2.1 - Existing Conditions Capacity Analysis

Based on the data collected in Task 1.1, the Existing traffic conditions will be analyzed. The intersections and streets will be described in terms of functional classifications, roadway geometries, number of travel lanes, and intersection spacing.

Task 2.2 - Pedestrian and Bicycle Analysis

A qualitative review of the pedestrian and bicycle issues in the study area will be conducted. Existing pedestrian facilities will be reviewed and improvements will be recommended based on current ADA and MUTCD standards. All roadway segments will be reviewed for adequate bicycle facilities. Through the review of the existing facilities and master planning documents, opportunities to improve bicycle and pedestrian travel will be identified.

Task 3 - Improvements

Task 3.1 - Improvement Concepts

Potential improvements such as the following will be identified as short term and long term improvements:

- ♦ Raised Crosswalk
- ♦ Pedestrian Refuge Island
- ♦ Crosswalk Visibility Enhancements
- ♦ Bulbouts
- ♦ Pedestrian Hybrid Beacon

Task 4 - Draft/Final Traffic Study

Task 4.1 - Draft Traffic Study

The following information will be included in the draft traffic study:

- ♦ Review of existing and planned development
- ♦ Existing conditions traffic operations analysis including traffic volumes and intersection service levels
- ♦ Pedestrian and bicycle issues and opportunities
- ♦ Existing circulation and operational issues and deficiencies identification
- ♦ Updated signal timing sheets for the two signalized study intersections
- ♦ Recommended intersection and roadway improvements

Task 4.2 - Final Traffic Study

Comments received from Task 4.1 will be referenced, response to comments table and a final traffic study will be completed under this task.



Project Approach and Schedule

SCHEDULE

	April		May		June		July		Aug		Sept.	
	01-15	16-30	01-15	16-31	01-15	16-30	01-15	16-31	01-15	16-31	01-15	16-30
Task 1. Data Collection, Meetings, & Project Management												
Task 1.1. Data Collection	★											
Task 1.2. Roadway Inventory												
Task 1.3. Meetings												
Task 1.4. Project Management												
Task 2. Existing Corridor Conditions												
Task 2.1. Existing Conditions Capacity Analysis												
Task 2.2. Pedestrian and Bicycle Analysis												
Task 3. Improvement Concepts												
Task 3.1. Identification of Improvement Options												
Task 4. Draft/Final Traffic Study												
Task 4.1. Draft Traffic Study												
Task 4.2. Final Traffic Study												
Notes :	★	Project expected to kick-off 2nd week of April										





Prime Consultant

Local Office

2235 Mercury Way
Santa Rosa, CA 95407
P. 707.523.1010

Corporate Office

943 Reserve Drive, Suite 100
Roseville, CA 95678

Certifications

DIR Number: #1000001372

Project Manager

Kamesh Vedula, PE, TE

Length of Time in Business

36 years

Office Locations

- Concord
- Napa
- Redding
- Roseville
- San Luis Obispo
- Visalia

Omni-Means, a GHD Company

Omni-Means was founded in 1981 as a multi-disciplinary consulting firm designed to meet your transportation engineering and planning needs. In 2017, we merged with GHD as a wholly owned subsidiary - a privately held international engineering firm. This merger has bolstered our ability to provide our services to you from locations throughout California. Omni-Means, a GHD Company, is confident that our skill-set will match your needs. Our services include:

- ♦ Traffic Engineering
- ♦ Transportation Planning
- ♦ Site Planning & Development
- ♦ Land/Construction Surveying
- ♦ Civil Engineering
- ♦ Landscape Architecture
- ♦ Roundabout Services
- ♦ Transportation Engineering & Design
- ♦ Construction Management

Omni-Means, a GHD Company, (Omni-Means/GHD) is dedicated to engineering solutions results in consistent staff growth. Our staff is experienced in all aspects of transportation planning, design, surveying, and construction management to deliver a complete project from conception to construction. Currently, our staff includes registered Civil Engineers, Traffic Engineers, Land Surveyors, and Landscape Architects. Our dedication to designing superior products has resulted in lasting, personal, and professional relationships with city, county, and state professionals throughout California, from San Diego to the Oregon border. This vast network includes key relationships with Caltrans staff as well.

Subconsultant

Below is information regarding the subconsultant we have included on your team for your project.



National Data & Surveying Services

National Data & Surveying Services (NDS) formerly All Traffic Data was founded in 1989 and was established to deliver accurate and cost-effective solutions to their client's traffic, transit and GIS/GPS data collection. NDS has over 29 years of successful corporate operations that have established us as the foremost, full service, traffic and transit data collection company on the west coast. NDS has an outstanding team of 60 professional full-time employees that will ensure the successful coordination and completion of your project. They are the largest and most experienced traffic data collection firm on the west coast. With local field crews in 10 major cities, they can respond quickly to your project's needs. They can leverage our experience and expertise to deliver accurate and timely data in a most professional manner.



Technical Ability

Omni-Means/GHD utilizes the latest technology and software programs:

- ArcView GIS
- AutoCAD Civil 3D
- AutoCAD Raster Design
- AutoCAD Land Map
- AutoTurn
- Cube Voyager
- Flow Master
- GuideSign
- HCS 2000
- Land F/X
- LEICA Geo Office
- Rodel
- SimTraffic
- Sidra
- STARNET
- Skechup
- Synchro
- TP+Viper
- Traffix
- TransCAD
- Trimble Business Center
- TORUS
- Transyt
- VISSIM
- Vistro

Experience with Similar Projects

Omni-Means/GHD has been provided Traffic Impact Studies for the past 36 years. They have been an integral part of our firm and we routinely assist project development teams with determination of project specific transportation impacts and the related mitigation measures. Our extensive experience with both travel demand and peak hour capacity modeling (including traffic simulation), provides the technical expertise required for complex development projects. Our mix of planning and design experience provides a "real world" perspective for determining feasible and fundable mitigation measures. We strongly believe that early agency outreach efforts are mandatory to eliminate costly report revisions, and the associated project delays. A Memorandum of Assumptions is processed through all affected agencies (including Caltrans) before the draft impact report is completed. For highly controversial projects, we regularly participate in public outreach efforts and always take the time to listen and explain.

National Data & Surveying Services has extensive experience collecting traffic data within the Bay Area. The long term relationships that they have cultivated are the greatest testament to the quality of their work. As a prime, they have been working with the Cities of Hayward, Fremont, Vallejo, San Bruno, San Leandro, Morgan Hill, Mountain View and San Joaquin County - in many cases since 2004. They have also worked with San Francisco County this past year. They have conducted numerous large studies involving over 40 staff members in both Berkeley & Mountain View in the past few years. This local exposure is critical as they evaluate the accuracy of counts that have been collected.

Your Project Manager

Mr. Vedula has been with Omni-Means/GHD for 14 years. During that time, he has worked on several traffic impact studies, radar surveys, speed surveys, complete streets, and Engineering & Traffic Surveys (E&TS). He was involved with the:

- City of Ukiah Citywide Engineering & Traffic Survey as the Project Manager
- City of Ukiah Engineering & Traffic Survey as the Project Engineer
- North State Street Complete Streets Feasibility Study in Ukiah for Mendocino County as the Project Manager



School Experience

We have included examples of SR2S projects that we feel show a good representation of our School experience.

Citywide Program - Rocklin



Design & Construction Administration - Avenal



South Street PS&E - Anderson



Mill/Franklin Streets PS&E, Grant Application, and Construction Management - Anderson



Other Relevant Projects

Avenal

- SR2S Program and Speed Survey Study
- Tamarack School SR2S Flashing Beacons, In Pavement Lights, PS&E & Construction Management
- Reef/Sunset School SR2S Flashing Beacons, Grant Application, In Pavement Lights, & PS&E
- 1st Avenue & 7th Street SR2S

Anderson

- Bruce Street/Emily Drive SR2S Sidewalks and Bike Lanes Grant Application, PS&E and CM
- SR2S City Program Study
- Silver/North/Church Streets Sidewalks & Bike Lanes PS&E
- School/Mill/Franklin Streets Grant Application & CM
- Stingy Lane Sidewalks Grant Application Repackage

Benicia

- Benicia Middle School SR2S Improvements

Dublin

- Citywide School Crossing Guard Study

Fresno

- Barstow Avenue Lighted Pedestrian Crossing Plans for Multiple Locations - CSU Fresno

Galt

- Galt SR2S Grant Application

Kings County

- Armona Elementary SR2S In Pavement Lighting & Bicycle Racks

Mariposa County

- Mariposa Elementary School State & Federal Projects (SR2S/SRTS)

Rocklin

- Citywide SR2S Program
- Rocklin Elementary School SR2S Sidewalk & Bicycle Improvements (Cedar Street, Pacific Street, Pine Street, Meyers Street, Rocklin Road)
- Springview Elementary School Sidewalk & Bicycle Improvements (3rd/4th/5th Street, Nevada Street, Parkview Drive, Rocklin Road)

Shasta Lake

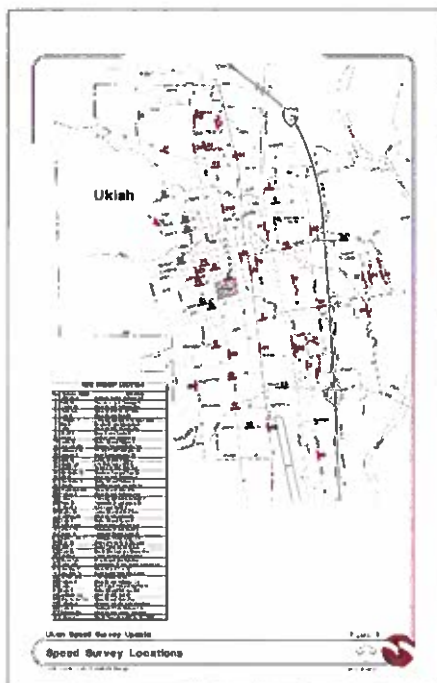
- Montana Avenue SR2S Grant Application, Engineering and PS&E
- Vallecito Street Sidewalks PS&E
- Cabello Avenue Sidewalks Grant Application & PS&E



Ukiah Area Experience

Citywide Engineering & Traffic Survey

Omni-Means/GHD was retained to perform a Citywide Speed Zone Engineering & Traffic Surveys (E&TS). We are completing the report for 53 locations within the City. During September and October of 2017, radar speed measurements were conducted by a trained observer using a hand held radar unit along each of these roadway segments. In determining appropriate speed limits, the results of the speed measurements will consider factors, including collision records, roadway characteristics, adjacent land uses, side street traffic, on-street parking, and sight distances.



Speed Zone Engineering & Traffic Surveys

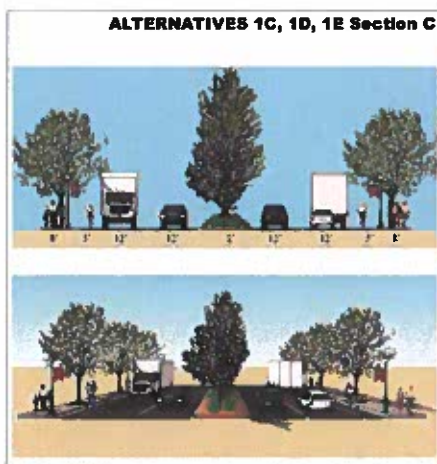
Omni-Means/GHD prepared an update for speed zone surveys for 51 roadway segments in 2012. The locations were identified by the City's Public Works Engineer. Radar speed measurements were conducted using a hand-held radar unit along each of these roadway segments. The survey was conducted at more than one location due to the length of the study streets. A minimum of 100 vehicle speed observations were recorded as per the MUTCD guidelines for speed survey. Additional information including collision history, traffic factor such as average daily traffic volume, width, and length of the roadway, conditions not readily apparent such as stopping sight distance, and adjacent land uses. All of these factors were used in the determination of appropriate speed limits and a roadway speed database was prepared for each roadway segment. The reports were finalized after review by the City Engineer. As a part of the study, Omni-Means/GHD prepared a GIS map layer (compatible with the City's base) to include the new speed limit data. In addition, new traffic volume data (obtained as a part of the study) was added to the City's GIS.

North State Street Complete Streets Corridor Study

We completed the complete street study focused on identifying cost effective solutions to improve pedestrian/bike safety, calm traffic speeds, accommodate commercial traffic, and beautify the corridor. This effort was intended as the first step toward future modification of the corridor. The outcome of the study was a conceptual corridor plan that will best conform to the following project objectives:

- ◆ Provide a traffic capacity sufficient for 2030 traffic volumes
- ◆ Increase public safety for all corridor users
- ◆ Improve the aesthetics of North State Street by revamping the urban streetscape
- ◆ Improve pedestrian and bicycle access along the corridor
- ◆ Recognize the need for sufficient parking opportunities
- ◆ Assist county in identifying sufficient funding sources to carry out the master plan

This project was designed to analyze a series of potential traffic operational improvements, consistent with the objectives outlined above,

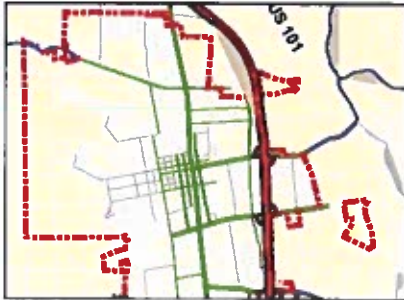




including Traffic signal modifications (KIKU Road and Ford Road/ Empire Drive), Traffic signal installations (US 101 ramp terminals), Traffic signal timing and coordination, Raised medians, Roundabouts and a combination of these measures.

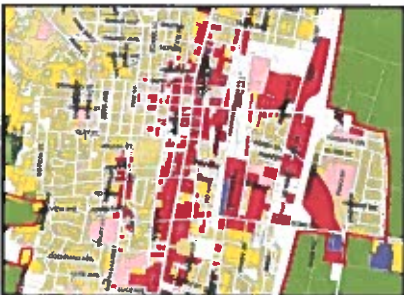
Citywide Traffic Circulation Study, Circulation Element Update, and Capital Improvement

This was a comprehensive study of both existing and future (Year 2030) transportation conditions and multi-model needs under the City's existing General Plan. Omni-Means/GHD created an Ukiah Valley Area Plan (UVAP) 300 TAZ travel demand model using TransCAD software to forecast both daily and peak hour travel demands. A \$31 million Capital Improvement Program was prepared for use in a revised Traffic Impact Fee Program. Based upon the conclusion reached in the circulation study, strategic transportation goals, and policies were established as the basis for a future Circulation Element update. Throughout this project, Omni-Means/GHD attended Technical Advisory Committee meetings, along with Planning Commission and City Council presentations.



Citywide Traffic Model

With a current population of over 15,500, the City of Ukiah was experiencing increasing traffic congestion and accident rates in and around the City. To address this issue, the City retained Omni-Means/GHD to update of the Circulation Element of their General Plan document. As part of this effort, a citywide traffic model was developed based on land use information extracted from the most recent county assessors parcel data. A parcel level traffic model requires accurate existing land use data to ensure accurate modeling of the existing traffic conditions. Prior to development of the traffic model, Omni-Means/GHD performed an evaluation of over 11,250 parcels, identifying and resolving any shortcomings of the existing parcel land use data. During the development of the citywide model, 235 TAZs (loading the network via 475 centroid connectors) were generated based on the parcel boundaries and the proposed model network.

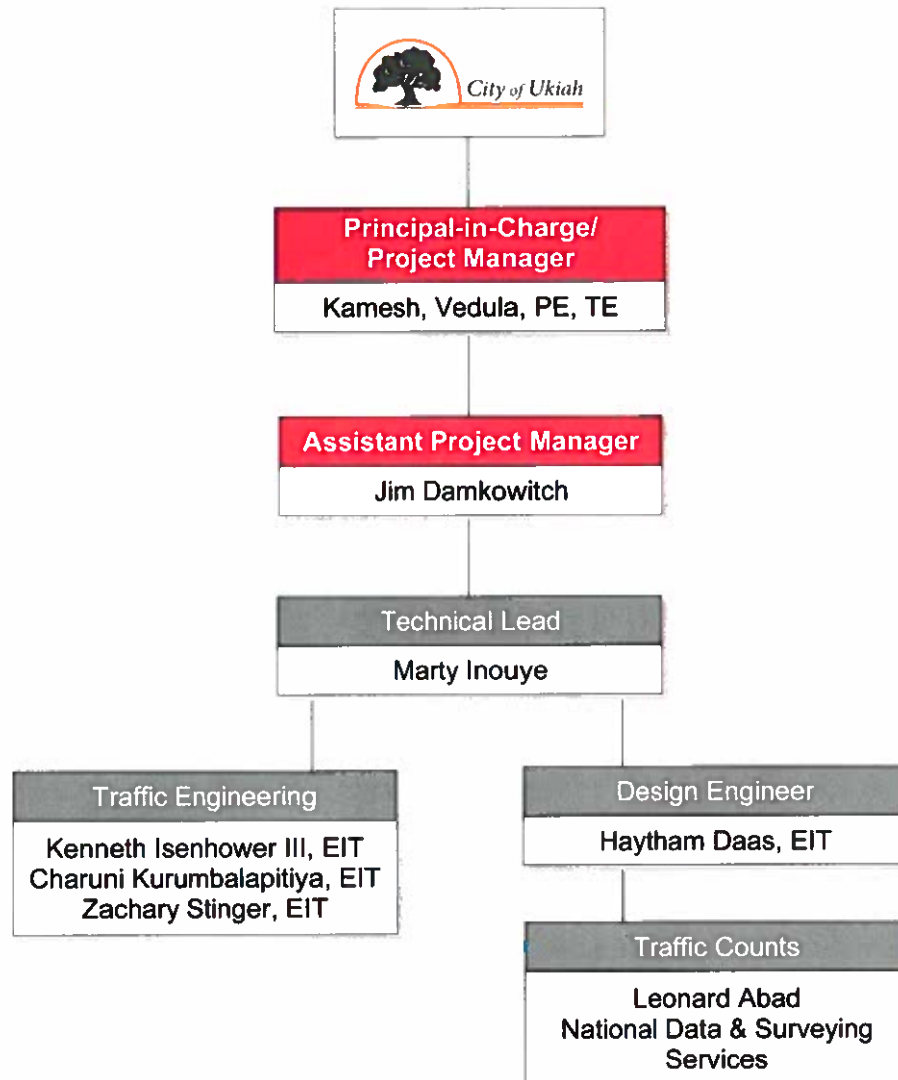


Citywide Preliminary Impact Fee Estimates

The City had us prepare the Impact Fee estimates for the CIP. Omni-Means/GHD created an Ukiah Valley Area Plan (UVAP) 300 TAZ travel demand model using TransCAD software to accurately forecast both daily and peak hour travel demands. A \$31 million Capital Improvement Program was prepared for use in a preparing a transportation fee program update. Preliminary impact fee estimates were included. Based upon the conclusion reached in the circulation study, strategic transportation goals and policies were established as the basis for a future Circulation Element update. Throughout this project, Omni-Means/GHD attended Technical Advisory Committee meetings, along with Planning Commission and City Council presentations.

Organizational Chart

The Organizational Chart outlines who will be your Project Manager and Key Personnel and the roles/functions each person will perform on your project. Resumes can be found on the following pages.



Work Assignments

The list of the right lists the current project commitments for key individuals listed in the organization chart.

Most of the projects listed will be substantially completed within the next year. However, the staff typical workload allows for additional commitments due to the way we schedule staff and projects.

Man Hours

- Kamesh Vedula - 34 hours
- Jim Damkowitch - 40 hours
- Marty Inouye - 16 hours
- Charuni Kurumbalapitiya - 56 hours
- Kenneth Isenhower - 60 hours
- Zach Stinger - 116 hours
- Haytham Daas - 40 hours

Kamesh Vedula, PE, TE

- 40th Street East/East Avenue S-8 Roundabout - Palmdale
- Highway 108/Mackey Ranch Road Intersection - Jamestown
- US 101/Olive Mills Interchange - Santa Barbara
- US 101/San Ysidro Interchange - Santa Barbara
- McCloud Artesian Spring Water Development - Siskiyou County
- Pajaro to Prunedale Corridor Study - Monterey
- First/Second Streets Roundabouts along California Blvd. - Napa

Jim Damkowitch

Mr. Damkowitch recently joined Omni-Means/GHD and has availability to work on your project.

Marty Inouye

- Carillion Boulevard Road Diet Study - Galt
- City of Chico Nexus Fee Study - Chico
- Avila Beach Circulation Study - Avila Beach
- Pismo Beach Circulation Element Update - Pismo Beach
- Pajaro to Prunedale Corridor Study - Monterey

Charuni Kurumbalapitiya, EIT

- River Crossing Marketplace Specific Plan (Costco) - Redding
- City of Chico Nexus Fee Study - Chico
- Grass Valley Dorsey Marketplace TIS for EIR - Grass Valley
- La Quinta Village Complete Streets, Road Diet Project - La Quinta
- South Auburn Street/I-80 Roundabout - Colfax

Kenneth Isenhower III, EIT

- Pajaro to Prunedale Corridor Study - Monterey
- US 101/Olive Mills Interchange - Santa Barbara
- US 101/San Ysidro Interchange - Santa Barbara
- Grass Valley Dorsey Marketplace TIS for EIR - Grass Valley
- Cypress/Pomeroy Pedestrian Scramble Signal Design - Pismo Beach
- River Crossing Marketplace Specific Plan (Costco) - Redding

Zach Stinger, EIT

- Carillion Boulevard Road Diet Study - Galt
- Turlock Coordination Traffic Signal Timings - Turlock
- Grass Valley Dorsey Marketplace TIS for EIR - Grass Valley
- Avila Beach Circulation Study - Avila Beach
- Ukiah Speed Surveys - Ukiah

Haytham Daas, EIT

- La Quinta Village Complete Streets, Road Diet Project - La Quinta
- Grass Valley Dorsey Marketplace TIS for EIR - Grass Valley
- First/Second Streets Roundabouts along California Blvd. - Napa
- River Crossing Marketplace Specific Plan (Costco) - Redding



Project Team

Kamesh Vedula, PE, TE

Project Role

Principal-in-Charge/Project Manager

Registration/Affiliations

- Traffic Engineer, CA #2546
- Civil Engineer, CA #79926

Education

- MS, Transportation - Kansas State University, Manhattan, KS
- BS, Civil Engineering - Nagarjuna University, Bapatla, India

Foreign Language

- Hindi
- Telugu

Qualifications

Kamesh Vedula, a company Principal and Project Manager, has over 13 years experience in assisting agencies with circulation, traffic and fee studies including traffic calming, safe route to school, traffic impact studies, ICE, traffic forecasting and operations, traffic signal design and timing, CIP development, prioritization of improvement needs, analysis of transportation alternatives, transportation financing, round-about designs, and travel demand forecasting for the successful completion of a broad range of projects. He is an expert with an extensive range of traffic operations analysis software utilizing the latest in traffic operations technologies.

Project Experience

- **City of Ukiah Citywide Engineering and Traffic Survey - Ukiah.** Project Manager. Overseeing the updates of 53 roadway segment Engineering and Traffic surveys for the City in 2017.
- **City of Ukiah Engineering and Traffic Survey - Ukiah.** Project Engineer. Responsible for radar surveys along 51 roadway sections and preparation of Engineering and Traffic surveys reports.
- **North State Street Complete Streets Feasibility Study - Mendocino County.** Project Manager. Preparation of Traffic Forecasts (using Citywide Travel Demand Model), Identification of Project Alternatives that provide acceptable operations for design year Traffic, Project Phasing, community outreach, Traffic Operations Analysis and Micro-Simulation Analysis for a complete street project in Ukiah.
- **Sinclear Elementary and Blaker Kinser Jr. High Traffic Calming Analysis Project - Ceres.** Project Manager. Oversaw the evaluation of neighborhood traffic impacts for and addressed traffic calming measures at the elementary schools during pick up and drop off times. City implemented improvements recommended within the study.
- **Traffic Impact Studies - Various Locations.** Several projects for public agencies, commercial and residential projects for the Cities of American Canyon, Auburn, Cotati, Delano, Galt, Hayward, Lincoln, Madera, Oroville, Rocklin, Rohnert Park, Shasta Lake, Soledad, Tulare, and Walnut Creek and the Counties of Contra Costa, Placer, San Joaquin, San Luis Obispo, Shasta, and Tehama.
- **Systemic Safety Analysis Report for the Franklin Street, Del Monte Avenue, Munras Avenue and Pacific Street, Lighthouse Avenue, and Fremont Way Corridors - Monterey.** Project Engineer. Review of the crash data, establish patterns, identify hot spots and recommend countermeasures aimed at improving safety. The goal is to identify and set up for successful delivery a series of improvements that will yield cost effective safety projects that will successfully compete for HSIP and other safety funding.
- **SR 29 Corridor Engineering Feasibility Study and Middletown Community Action Plan - Lake County.** Project Engineer. Review of the crash data, establish patterns, identify hot spots and recommend countermeasures aimed at improving safety. The goal was to identify hot spots and low cost counter measures that are aimed at improving the safety.
- **Intersection Design for County Road 98 Bike and Safety**



Kamesh Vedula, PE,TE

Project Role

Principal-in-Charge/Project Manager

Professional Skills

- Transportation Engineering
- Transportation Planning
- Traffic Engineering
- Travel Demand Modeling
- Master Planning
- Roundabout Planning/Design
- Traffic Operations Analysis
- Traffic Circulation Studies
- Traffic Impact Studies
- Traffic Impact Fees

Software Expertise

- ArcMap
- CUBE/Voyager
- HCS-2000
- RODEL
- SIDRA
- SimTraffic
- Synchro
- Traffix
- TransCAD
- VISSIM

Improvements Phase II - Yolo County. Project Engineer. Conducted a thorough analysis of the corridor, documenting traffic impact issues, high accident locations, sight visibility issues, and prepared a traffic and speed study to understand the underlying issues associated with the existing roadway. The findings from this study resulted in the identification of feasible roadway improvements aimed to improving the safety and mobility of the corridor.

- **Citywide Traffic Safety - Dublin.** Advisor. Provided advice to project engineer for the City of Dublin's ongoing safety improvement program, which identifies improvements intersections and street segments with accident rates higher than statewide average rates for similar locations.
- **Speed Zone Survey Updates - Concord.** Project Manager. Prepared the survey updates in 2010 for 85 street segments using two-way radar speed measurements. The City subsequently adopted the recommended speed zones.
- **Cherokee Road Improvement Project - San Joaquin County.** Project Engineer. The County is implementing roundabouts to improve safety along County Road 98. Review of traffic operations, analysis and preliminary design associated with the roundabout.
- **California State University Campus Master Plan Updates - Fresno.** Traffic Engineer. Preparation of traffic circulation and parking studies for the Master Plan Update, traffic impact study prepared in support of the EIR that was required for CEQA clearance, and roundabout analysis and way finding.
- **California State University Campus Master Plan Updates - Stanislaus.** Traffic Engineer. Preparation of traffic circulation and parking studies for their Master Plan Update and traffic impact study in support of the EIR, which is required for CEQA clearance.
- **Tehama College Center Development Traffic Impact Study - Red Bluff.** Traffic Engineer. Assisted with the traffic impact study for the proposed Tehama College Center development in support of the EIR being prepared for the project.
- **Sierra Community College Rocklin Campus Traffic and Parking Update for the Campus Master Plan - Rocklin.** Traffic Engineer for Parking Needs and Assessment. Summarized the existing parking and circulation conditions at/in the campus. The analysis was concluded within the first two weeks of a new semester, during the peak of campus activity and determined the current parking exceeds available capacity. In the short-term, additional parking should be made available for these first two weeks, in order to avoid a parking shortage, which will require students to park off campus. After that, the parking is also nearing capacity; permanent solutions that either increase available parking year-round or adjust scheduling for more classes during off-peak times will need to be developed.
- **Barstow Avenue Complete Street at California State University - Fresno.** Project Manager. Preparation of traffic circulation and parking studies for their Master Plan Update, Traffic Impact Study prepared in support of the EIR that was required for CEQA clearance, and Roundabout Analysis and Way Finding.



Project Team

Jim Damkowitch

Project Role

Assistant Project Manager

Education

MA, Geography - University of California at Santa Barbara
BA, Geography (With Honors) - University of California at Santa Barbara

Presentations

- (1999) Travel Behavior Responses to Increased Highway Capacity. Presented at the California Air Pollution Control Officers Association - Air Quality Planning Symposium, Lake Arrowhead.
- (2000) Improving the Transportation Conformity Process. Presented at the California Air Pollution Control Officers Association - Air Quality Planning Symposium, Lake Arrowhead
- (2002) Old Car Buyback: Merits and Funding Issues. Presented at the California Air Pollution Control Officers Association - Air Quality Planning Symposium, Lake Arrowhead
- Impacts of Employer-Based TDM Strategies on GHG Emissions: A Case Study for San Joaquin County, California. Presented at the ITE Western District 2011 Annual Meeting, Anchorage, ALA
- Analysis of Multi-Modal Strategies on Interregional Traffic in the I-580 Corridor. Presented at the ITE Western District 2011 Annual Meeting, Santa Barbara, CA
- Damkowitch J.E. Visual Simulation of Cut-Through Traffic in the City of Goleta. Presented at the ITE Western District 2011 Annual

Qualifications

Jim Damkowitch has 25 years of experience in regional and interregional transportation planning including macro/micro scale traffic and operational analyses, macro/micro transportation, air quality modeling, and performance measure applications. He has served as project manager for state highway infrastructure improvement PSR and PA/ED phases, TIMF programs and updates, travel demand modeling, air quality modeling and transportation operational studies for a variety of clients including Caltrans, MPO's and various cities and counties in California. He has managed long range planning documents including city/county general plan circulation element updates, regional/metropolitan transportation plans and large scale traffic analyses for environmental impact reports. He has served on state and regional planning committees and conference panels for transportation-air quality conformity and SB 743 respectively.

Project Experience

- **Atwater-Merced Expressway Report & EIR TIS - Atwater.** As part of the EIR TIS, managed the development of: 1) a project-specific fee assessment nexus study consistent with AB1600 requirements; 2) an additional design phase AB1600 fee nexus study that specifically targeted pending and unapproved development projects and 3) a analysis to develop meaningful phases and identify the order and timing of project construction phases.
- **2015 TIMF Program Update - San Joaquin County.** This update to the County's Traffic Impact Mitigation Fee (TIMF) Program entailed development of a revised base year traffic model and forecasts, determination of the geographic structure of the TIMF Program update. Managed development of a cost allocation methodology that allocates future improvement costs by planning area and land use type was developed to provide the basis for the preliminary and ultimately the final fee calculation. A report was prepared in accordance with AB1600.
- **2015 Western Slope CIP & TIMF Update (Active) - El Dorado County.** Managed the update to El Dorado County's Western Slope Capital Improvement Program and TIMF Program to near its completion. This entailed development of an updated 2015 base year traffic model and forecasts, re-assessment of the County's existing fee zone geography, CIP list and costs. An existing and future year deficiency analysis was developed based on the HCM 2010 operational analysis for state highways and the County's peak hour thresholds for County roadways. A comparative screening assessment was used to re-confirm deficiencies identified through more detailed operational studies at US 50 interchanges.
- **City of Rio Vista AB1600 Study - Rio Vista.** Using the Solano Transportation Authority regional travel model in combination with a project-specific TRAFFIX sub-model, managed an existing and future deficiency analysis for the City. This analysis identified/verified all CIP improvements identified. Detailed fair share assessments based on the TRAFFIX sub-model were used to isolate the source of traffic impacting the City's CIP project locations. A final report was prepared in accordance with the AB 1600 which documented the deficiency, nexus and fair share analyses.



Martin Inouye

Project Role
Technical Lead

Registration/Affiliations
Institute of Transportation Engineers

Education

- Master of Urban and Regional Planning, Transportation Emphasis - CSU San Jose
- BS, Environmental Planning and Management - UC Davis

Professional Skills

- Bicycle/Pedestrian Transportation Plans
- Bikeway Planning
- County, Regional and Citywide Traffic Modeling
- General Plan Circulation Element Planning and Analysis
- Government Processing
- Nexus Fee Studies consistent with AB1600
- Parking Analysis
- Public Presentations
- Site Development
- Site Planning and Design
- Specific Plan Circulation Planning and Analysis
- Traffic Engineering/Operations
- Traffic Impact Studies
- Traffic Operations
- Traffic Safety Studies
- Transportation Financing, Impact Fees, Assessment District and Mello Roos
- Transportation Modeling
- Transportation Planning

Qualifications

Martin Inouye serves as a Senior Manager for transportation and site development planning projects. He has more than 30 years of experience in transportation planning and engineering. In this capacity, he is responsible for the administration and quality control of projects. Mr. Inouye is also a specialist in the Caltrans project approval process from PSR through PS&E. His project experience includes Specific Plans, General Plan Circulation Element Preparation, Transportation Modeling, Traffic Impact Studies, Traffic Safety Studies, Parking Analysis, Bikeway Planning, Nexus Fee Studies and Public Presentations.

Project Experience

- **East Stockton Boulevard/Carol Drive Street and Bikeway Lane Connector Project - Galt.** Principal-in-Charge. Designed the sidewalks and bike lanes under a SR2S program to improve walking and biking safety.
- **Campus Master Plan Updates - California State University Stanislaus.** Principal/Transportation Planner. Work for Phase One included analysis of fourteen 'hot spot' traffic/parking locations
- **Campus Master Plan Updates - California State University Fresno.** Principal-in-Charge. Support in the areas of Site Access and Circulation Systems and Parking Facilities.
- **Sierra Community College Rocklin Campus Improvements - Rocklin.** Project Manager. Parking Upgrades and expansion improvements for the campus and Parking Lot J Improvements.
- **Twelve Bridges Joint Use Community College Learning Center - Lincoln.** Transportation Planner. 69,251 square feet. Site Planning of circulation and parking for new satellite campus for Sierra Community College with a high school, a joint use public library and a project-based learning center.
- **Jackson Circulation Improvement Program and Transportation Fee Updates - Amador County.** Principal-in-Charge/Project Manager. Prepared the overall circulation plan for the City including roundabout and Citywide street improvement exhibits, cost estimates and updated the traffic impact fees with updated improvement costs and fees.
- **South Halcyon Road Complete Street Corridor Study - Arroyo Grande.** Project Manager. Oversaw the preparation of a complete streets assessment along the corridor for location, visibility, safety, and evaluating the traffic conditions between Fair Oaks Avenue and The Pike to improve accessibility and safety for all users, including motorists, bicyclists, and pedestrians, while acknowledging safety considerations due to Harloe Elementary School.
- **Cameron Park Community Transportation Plan - El Dorado County.** Principal-in-Charge. Oversaw the planning document that provides both a short and long-range transportation plan for with an emphasis on improving multi-modal transportation options while making enhancements to the community.
- **San Andreas State Route 49 Commercial Gateway and Corridor Study - Calaveras County.** Project Manager. Oversaw the management, participated in stakeholder involvement and public outreach, reviewed the future growth scenarios, transportation alternatives analysis and the draft recommendations and report.



Project Team

Charuni Kurumbalapitiya, EIT

Project Role
Transportation Engineer

Registration/Affiliations
• Engineer-in-Training, CA #154447
• Young Professionals in Transportation

Education
BS, Civil Engineering - UC Davis

Publications
Article: "Compaction of Fine-Grained Soils using the Proctor Method", published in UC Davis Prized Writing Program

Foreign Language
Sinhalese

Qualifications

Charuni Kurumbalapitiya is as a Design Engineer and provides Auto-CAD design support, utility coordination support, plan preparation, PS&E, cost estimates, and traffic/transportation data collection on various Civil design projects. She specializes in traffic projects on various projects involving both public works and site development projects, and works collaboratively with our traffic engineering staff in preparing figures, maps and graphic design.

Project Experience

- **City of Ukiah Citywide Engineering and Traffic Survey - Ukiah.** Transportation Engineering. Overseeing the updates of 53 roadway segment Engineering and Traffic surveys for the City in 2017.
- **Blue Rock Quarry Expansion - Ukiah.** Transportation Engineering. Conducted the evaluation of the impact of project-specific traffic on freeway traffic operations on NB and SB US 101.
- **Clearlake General Plan Update - Clearlake.** Transportation Engineering. Assisted in the update of the traffic section of the EIR.
- **Clearlake Walmart Traffic Study - Clearlake.** Transportation Engineering. Assisted in the evaluation of the impact of project-specific traffic volumes (for a proposed Walmart store) for existing and cumulative conditions at select intersections within the City.
- **Bonnyview Road Costco Wholesale Traffic Study - Redding.** Transportation Engineering. Worked on the existing conditions analysis and memorandum of assumptions.
- **Dignity Health, Mercy Median Center Redding North State Pavilion - Redding.** Transportation Engineering. Prepared trip generation methodology, evaluated traffic operations for existing and cumulative conditions, and prepared the traffic analysis report.
- **Grass Valley Marketplace Traffic Study - Grass Valley.** Transportation Engineering. Assisted in preparation of the traffic study.
- **Lowden Office at Hartnell Avenue/Bechelli Lane - Redding.** Transportation Engineering. Assisted in the analysis of traffic operations for existing and cumulative conditions for the traffic study.
- **North San Jose Office Park Circulation and Parking Consultation - San Jose.** Transportation Engineering. Assisted in developing in preliminary CAD layout for proposed parking lot.
- **Old Arcata Road Design Charrette - Humboldt County.** Transportation Engineering. Assisted in the traffic volumes and safety review. Provided a safety review and traffic evaluation for both the existing conditions and proposed improvements along Old Arcata Road in Bayside community.
- **Route 14 Resurfacing - Guam.** Transportation Engineering. Evaluated collision history on Route 14, the Archbishop Felixberto Flores Memorial Traffic Circle and approach portion of Pale San Vitores Road. Analyzed existing collision patterns to develop build alternatives for the location of concrete medians to improve safety, traffic circulation and access management. Prepared an inventory of existing driveways and minor access points. Conducted a traffic analysis for and prepared a Safety and Access Control Study Report on safety, circulation and access management on Route 14.
- **San Andreas State Route 49 Commercial Gateway and Corridor Study - Calaveras County.** Technical Support.



Kenneth Isenhower III, EIT

Project Role
Transportation Engineer

Registration/Affiliations
Engineer-in-Training, CA #146965

Education
BS, Civil Engineering - CSU
Sacramento

Professional Skills

- Traffic Operations Analysis
- Traffic Signal Design
- Traffic Survey Speed Zoning

Software Expertise

- AutoCAD
- Cube 6
- Sidra
- SimTraffic
- Synchro

Qualifications

Kenneth Isenhower III specializes in traffic engineering and transportation planning including the preparation of Traffic Impact Studies and Technical Memorandums for a variety of projects aimed at analyzing traffic operations. The support he provides includes utilizing various software, such as Synchro, SimTraffic, Sidra and Cube 6, for modeling existing and future lane geometrics, in addition to preparation of traffic graphics using AutoCAD and using highway capacity software for analysis of ramps and mainlines.

Project Experience

- **South Halcyon Road Corridor Study - Arroyo Grande.** Transportation Engineer. Prepared AutoCAD traffic graphics, performed Synchro analysis of intersection LOS and signal warrant analysis.
- **Courtland and Grand Mixed Use Project TIS - Arroyo Grande.** Transportation Engineer. Creation of Synchro networks, analyze intersection LOS, modification of Traffix networks for trip distribution and generation, AutoCAD traffic graphics, report assistance.
- **Northbay Wellness Center Traffic Analysis - Vacaville.** Engineering. Report preparation, Synchro Model creation for intersections LOS and mitigation of deficiencies, signal warrant analysis and obtained additional work contract for mitigation, parking study memorandum, mitigation of all intersections for cumulative years, performed site visit and counted intersection movements.
- **Bethel Church Collyer Drive Site Traffic Analysis - Redding.** Engineering. Modification of figures and spreadsheets regarding LOS.
- **Redding Community-Based Transportation Plan - Redding.** Engineering. Synchro Network creation for intersection LOS, LOS and traffic signal warrants spreadsheets, report outline for client approval.
- **City of San Luis Obispo On-Call Transportation Planning & Engineering and Development Review - San Luis Obispo.** Transportation Planner. Assisted with a memorandum of assumptions, traffic forecasts, near-term conditions, and data collection for various studies for the On-Call work for the following projects: 2223 Monterey Street Motel Inn Access Study, San Luis Ranch Phase I - Multimodal TIS, Calle Joaquin TIS, and West Creek Intersection Evaluation and Conceptual Design. Also, as part of the contract, the Broad Street Apartments TIS work included quantifying existing levels of service for pedestrians, bicycles and vehicles. Prepared Memorandum of Assumptions for the existing conditions.
- **Broad Street Apartments TIS - San Luis Obispo.** Engineer. As part of On-Call Transportation Planning and Engineering contract, quantified existing LOS, prepared Memorandum of Assumptions for existing/future conditions, traffic forecasts, and data collection.
- **Eastview Specific Plan EIR Traffic Analysis Phase 2 - Galt.** Engineering. Performed Synchro analysis, HCS off and on ramp and mainline segments, mitigations for deficient intersections, and report preparation.



Project Team

Zachary Stinger, EIT

Project Role

Transportation Engineer

Registration/Affiliations

- EIT, CA
- American Society of Civil Engineers, Chico Student Chapter, Member
- 2016 Chico State Steel Bridge Team for Mid-Pac, Member
- 2017 Geo-Wall Team, Member

Education

BS, Civil Engineering - CSU Chico

Software Expertise

AutoCAD

Qualifications

Zachary Stinger joined Omni-Means/GHD in 2017 as a Transportation Engineer. He provides engineering technical support including assisting with the preparation of traffic models and traffic studies utilizing software such as Vissim and Synchro to run analysis and create simulations on various projects across the state.

Project Experience

- ♦ **City of Ukiah Citywide Engineering and Traffic Survey - Ukiah.** Transportation Engineer. Assisted with the preparation draft report and GIS Layer for the Citywide Speed Survey for the updates of 53 roadway segment Engineering and Traffic surveys for the City in 2017.
- ♦ **River Crossing Marketplace Specific Plan (Costco Wholesale Development) - Redding.** Transportation Engineer. Assisted with the data analysis for the traffic flow for the marketplace.
- ♦ **Keiser Avenue Reconstruction Design - Rohnert Park.** Transportation Engineer. Assisting with the analysis needed and report preparation for the roundabout design.
- ♦ **Diestelhorst to Downtown Non-Motorized Improvements, Traffic Operations Analysis - Redding.** Transportation Engineer. Assisted with the year 2017 and 2040 project alternatives analysis for the pedestrian and bicycle mobility for the downtown area revitalization.
- ♦ **City of Turlock On-Call Traffic Engineering Services - Turlock.** Transportation Engineer. Assisted with the traffic signal timing project as part of the contract.
- ♦ **McCloud Artesian Spring Water Company Development - Siskiyou County.** Transportation Engineer. Assisted with the volumes for the existing and plus project data for a new facility.
- ♦ **Terramar VISSIM - Carlsbad.** Transportation Engineer. Assisted with the Vissim model and simulation comparing roundabout and signal alternatives along Carlsbad Boulevard.
- ♦ **Milton 8 Catholic Elementary School Traffic and Parking Study - Canada.** Transportation Engineer. Assisted with Vissim model for the traffic and parking study for the Elementary school.
- ♦ **Palo Cedro ARCO/AM/PM Traffic Impact Study - Palo Cedro.** Transportation Engineer. Assisted with the synchro x for the traffic impact study for the gas station in Palo Cedro.
- ♦ **Union Road and Oildale Interconnect Traffic Operations Analysis.** Transportation Engineer. Assisted with the projecting cumulative analysis for the traffic signal synchronization project.
- ♦ **Bethel Church Collyer Drive Campus Traffic Impact Study - Redding.** Transportation Engineer. Assisted the traffic impact study for the Church to be included in the EIR.
- ♦ **Live Oak Estates Traffic Impact Study - Redding.** Transportation Engineer. Assisted with the synchro model for the traffic study.
- ♦ **Sonoma County On-Call Services - Sonoma County.** Transportation Engineer. Providing needed Traffic Engineering for the Dry Creek Valley & Sonoma Valley Traffic Impact and Circulation Studies.



Haytham Daas, EIT

Project Role
Design Engineer

Registration/Affiliations

- Engineer-in-Training, CA #154447
- Design-Build Institute of America, Student Member
- American Concrete Institute, Student Member
- Concrete Reinforcing Steel Institute, Student Member
- Precast/Prestressed Concrete Institute, Student Member

Education

- BS, Civil Engineering - CSU Sacramento
- AS, Engineering, Natural Science, Mathematics, Liberal Arts and Transfer Studies - Sierra College, Rocklin

Community Involvement

City of Rocklin's Summer Civics Program, Engineering Division Lecturer

Software Expertise

- AutoCAD
- Synchro

Previous Experience

Engineering Technician and Intern. City of Rocklin, CA. 2013 - 2015. Projects include:

- Rocklin Road Complete Street Roundabout Corridor - Quality Control and Construction Inspection
- South Whitney Rehabilitation - Lead In-House Designer/Drafter
- Granite Drive Reconstruction - Construction Quality Control

Qualifications

Haytham Daas joined our firm in 2016 with a focus on civil engineering and transportation design. His daily duties include AutoCAD design, plan preparation, construction document preparation, and cost estimating. His experience includes the preparation of all phases of PS&E plans and various engineering studies and reports.

Project Experience

- **Ashby Road/16th Street ICE Step 1 and Step 2 - Merced County.** Project Engineer. Assisted with the preparation of the Step 1 traffic study to analyze roundabouts versus signals & Step 2 ICE.
- **Franklin Beachwood Traffic Circulation Study and Traffic Impact Fee Update - Merced County.** Project Engineer. Assisted with the preparation of the Step 1 traffic study to analyze roundabouts versus signals & Step 2 ICE.
- **East Joiner Parkway and Twelve Bridges Drive Pavement Rehabilitation - Lincoln.** Project Engineer. Prepared the 65% and 95% PS&E and with project bidding for the rehabilitation of East Joiner/Joiner Parkway between the south City limits and Jorgenson Drive/Twelve Bridges Drive from Industrial Avenue to Stoneridge Boulevard.
- **New Fire Station 1 and Big Gun Quarry Entrance Intersection Design and Site Plan - Rocklin.** Project Engineer. Assisting with the preliminary engineering, studies and reports, and roadway sections of earthwork for a new entrance for a Fire Station and the Big Gun Quarry Entrance. Designed access road to new Quarry Adventure Park including the Park's parking lots and site work for a new fire station adjacent to the Park.
- **Keiser Avenue and Snyder Lane Roundabouts - Rohnert Park.** Project Engineer. Analyzed roundabout alternatives for multi-modal safety and constructability.
- **Bonnyview Road Costco Wholesale Traffic Study - Redding.** Project Engineer. Set horizontal geometry for 2020 improvements and future 2040 improvements. Provided signal and roundabout alternatives for design years. Generated cost estimates on intersection-by-intersection basis and divided costs to direct developer costs versus fair share cost.
- **San Andreas SR 49 Commercial Gateway Corridor Study - Calaveras County.** Project Engineer. Assisting with the existing corridor conditions analysis for the corridor.
- **North San Jose Office Park Parking and Circulation Study - San Jose.** Design Engineer. Provided alternative parking lot and driveway configurations to improve circulation at the office park.
- **La Quinta Complete Street/Road Diet Active Transportation Program Grant Application - La Quinta.** Project Engineer. Assisted with preliminary estimates and design for roadway improvements to include bicycle and pedestrian complete street components for inclusion in the successful grant application.
- **Healdsburg Avenue Bridge over the Russian River Construction Management - Healdsburg.** Project Engineer. Assisted with the construction services for the final design and included various bicycle and pedestrian facilities for the rehabilitation of a historic bridge. Construction completed in 2016.



Project Team

Leonard Abad

Project Role
Traffic Counts

Professional Skills

- Average Daily Traffic Counts
- Parking Lot Studies
- Speed and Classification Counts
- Pedestrian Studies
- Occupancy Counts
- Gap Analysis Studies
- Travel Times Studies
- License Plate Studies
- Temporary Video Surveillance
- Aerial Drone Video Studies
- Bluetooth Studies

Qualifications

Leonard Abad serves as the Northern California Area Manager at National Data & Surveying Services. He has two years of experience collecting and supervising parking data collection efforts. He will be scheduling the personnel in the field and will have daily contact with the field staff and their managers. He will be available anytime to provide real time updates of the data collection effort. Mr. Abad's expertise includes field operations, administrative operations, and quality control.

Mr. Abad has conducted and supervised turning movement counts, mainline counts, Average Daily Traffic counts, parking lot studies, speed and classification counts, pedestrian studies, occupancy counts, gap analysis studies, travel times studies, license plate studies, temporary video surveillance, aerial drone video studies, Bluetooth studies, and GPS inventories. He is also an expert project manager, and has coordinated many public sector projects such as Sacramento, Citrus Heights, Vallejo, Hayward, San Leandro, and Woodland.

Project Experience

- ♦ **National Data & Surveying Services - Sacramento.** Project Manager. Oversaw client relations and was responsible for numerous large data collection efforts. Gained 500+ hours of experience conducting the following studies: Intersection Turning Movement Counts, Travel Times, Volume, Speed & Classification Average Daily Traffic Counts, Bluetooth Origin/Destination Studies, Parking Studies, and GPS Data Collection.
- ♦ **Neighborhood Traffic Management Program - Sacramento.** Project Manager. Collected speed, volume and classification hose counts at over 250 locations throughout the City of Sacramento for the Neighborhood Traffic Management Program. Submitted accurate data on time and within budget. This work was completed for the variety of staff in the Neighborhood Traffic Management Program.
- ♦ **Water Emergency Transportation Authority - San Francisco Bay Area.** Project Manager. Intercept surveys were conducted on four Water Emergency Transportation Authority ferry routes in the San Francisco Bay Area over six days. Target for the project was 1500 responses; able to exceed expectations and deliver 1,800 responses. Work was performed for CDM Smith.
- ♦ **Safe Routes to School Plan - Alameda County.** Project Manager. At 32 intersections at school sites throughout Alameda County, conducted turning movement counts and 24 hour volume counts over the course of two weeks for the Safe Routes to School Plan. Data collection was submitted on time to Fehr & Peers' Walnut Creek office.





Project Role
Traffic Counts

Address
4740 Northgate Boulevard, #110
Sacramento, CA 95834
P. 916.771.8700

Certification
SBE by the State of California and
the City of Sacramento.

Cost of the Subcontract Work
\$5,000.00

Firm Description

National Data & Surveying Services National Data & Surveying Services (NDS) formerly All Traffic Data was founded in 1989, and was established to deliver accurate and cost-effective solutions to our client's traffic, transit and GIS/GPS data collection. NDS has over 29 years of successful corporate operations that have established us as the foremost, full service, traffic and transit data collection company on the west coast. NDS has an outstanding team of 60 professional full-time employees that will ensure the successful coordination and completion of your project. NDS is the largest and most experienced traffic data collection firm on the west coast. With local field crews in 10 major cities, we can respond quickly to your project's needs. We can leverage our experience and expertise to deliver accurate and timely data in a most professional manner. NDS is certified as a SBE by the State of California and the City of Sacramento.

Key Personnel

Leonard Abad

Leonard Abad will be scheduling the personnel in the field and will have daily contact with the field staff and their managers. He will be available anytime to provide real time updates of the data collection effort.

He serves as the Northern CA Area Manager at National Data & Surveying Services. He has two years of experience collecting and supervising parking data collection efforts. He oversees client relations and is responsible for numerous large data collection efforts. Gained 500+ hours of experience conducting the following studies: Intersection Turning Movement Counts, Travel Times, Volume, Speed & Classification Average Daily Traffic Counts, Bluetooth Origin/Destination Studies, Parking Studies, GPS Data Collection.

Mr. Abad's expertise includes field operations, administrative operations, and quality control. He has conducted and supervised turning movement counts, mainline counts, Average Daily Traffic counts, parking lot studies, speed and classification counts, pedestrian studies, occupancy counts, gap analysis studies, travel times studies, license plate studies, temporary video surveillance, aerial drone video studies, Bluetooth studies, and GPS inventories. He is also an expert project manager, and has coordinated many public sector projects such as Sacramento, Citrus Heights, Vallejo, Hayward, San Leandro, and Woodland.



Omni-Means/GHD Professional Staff Rates

Title	Range	Hourly Rates (2017 - 2018)
Project Manager	1 - 4	152 - 258
Resident Engineer	1 - 3	152 - 224
Engineer	1 - 5	90 - 258
Traffic Engineer	1 - 5	90 - 258
Planner	1 - 4	64 - 201
Landscape Architect	1 - 4	77 - 203
Office Surveyor	1 - 4	64 - 201
Field Surveyor	1 - 4	64 - 201
Field Inspector	1 - 4	64 - 201
Graphic Artist	1 - 3	64 - 116
Designer	1 - 3	80 - 173
Technician	1 - 4	58 - 138
Clerical	1 - 3	40 - 103
Intern	1 - 3	40 - 70
1-Person Survey Crew		172 - 201
2-Person Survey Crew		141 - 281
3-Person Survey Crew		179 - 355

Reimbursable Charges

Reimbursable charges include, but are not limited to, in-house reproduction, travel subsistence, special consultants, outside purchases and services, and other subcontracts. These are charged at 1.10 x cost.

Billing Rates

Billing rates include overhead, equipment, space rental, etc. Billing rates are subject to increases due to union agreements and salary increases. Principal's time on projects is chargeable up to \$335.00 per hour.

Expert Witness Rates

Deposition and trial testimony: \$350 per hour, 4 hour minimum. Meetings and preparation are at normal professional staff rates.

Valid until December 2018



Reference

Tim Tucker, PE
City Engineer
City of Martinez
525 Henrietta Street
Martinez, CA 94553
925.372.3562

Date

2017

Control of Costs

Omni-Means/GHD came in under the original budget of \$9,213 and completed the project for \$8,016.

Timely Completion

Project was completed on schedule.

Arnold Drive Traffic and Pedestrian Operations/ Safety Traffic Engineering Services - Martinez

Omni-Means/GHD provided operations and safety analysis along Arnold Drive corridor between Shadowfalls Drive and Morello Avenue. The evaluation addressed the concerns raised regarding intersection controls and pedestrian safety and to determine overall traffic flows and intersection operations along the corridor in order to identify pedestrian crossing issues and recommend possible solutions. For this analysis, field surveys were conducted identifying traffic volumes and intersection operations, pedestrian and bicycle trips, vehicle speeds, vehicle sight distance, and street characteristics. To assess current traffic flow conditions within the Arnold Drive study corridor, vehicle turning movement counts were conducted during the weekday and weekend mid-day period at two locations: 1) Shadowfalls Drive/Arnold Drive and 2) Village Oaks Center Driveway/Arnold Drive Stop-Sign (minor driveways). We prepared a report presenting the findings of the study, the recommendations included:

- **Arnold Drive Mid-Block Crossing:** Arnold Drive between Morello Avenue and Shadowfalls Drive was analyzed for pedestrian street crossing activity. sight distance is not adequate further west within the narrower two-lane segment until approaching the Shadowfalls Drive intersection Based on field review the north pedestrian sidewalk on Arnold Drive could be widened from 5-7 feet west of the Village Oaks Center driveway to Shadowfalls Drive to enhance pedestrian access.
- **Morello Avenue/Arnold Drive Intersection Overlap Phasing:** The ICE analysis concluded that the Morello Avenue/Arnold Drive intersection will immensely benefit during peak AM and PM hour commute operations with a right-turn overlap phasing. This would require the installation of a new right-turn green arrow for southbound right-turn movements from Arnold Drive onto Morello Avenue, restriction of northbound U-turns on Morello Avenue (exists), and adjustment of signal phasing to allow for new vehicle and pedestrian movements.



References

Reference

Ray Kuzbari
Transportation Manager
City of Concord
1950 Parkside Drive, MS/01B
Concord, CA 94519
925.671.3129

Date

2017

Control of Costs

Omni-Means/GHD came in under the original budget of \$15,442 and completed the project for \$14,396.

Timely Completion

Project was completed on schedule.

Babel Lane/Joan Avenue Intersection Analysis of Pedestrian Crossings and Vehicle Circulation - Concord

Omni-Means/GHD was retained to conduct the field review of pedestrian crossing conditions near the El Monte School Elementary School at the Babel Lane/Joan Avenue intersection in the City of Concord. We conducted field observations/counts of the existing crossings and vehicle activity during the morning and afternoon peak periods of the El Monte School activity. As part of the field observations, we conducted speed surveys of vehicles approaching the intersection and observed if other nearby locations merit review of pedestrian crossing conditions. The data collection effort included daily and peak hour traffic volumes, pedestrian/bicycle flows, accident history, and vehicle speeds. Based on the data gathered, the following measures were recommended to the City to be considered:

- ♦ The existing signs at the Babel Lane/Joan Avenue crosswalk location could be replaced with new and additional signs consisting of new "Pedestrian Crossing" signs combined with an "Arrow" sign with retro-reflectivity. These could be double-sided (facing both directions of traffic) and placed on each side of the crosswalk.
- ♦ Consideration could be given to installing "Yield to Pedestrian" signs on the Babel Lane approaches to the intersection. These types of signs can be supplemented with a "sharks teeth" limit-line (adjacent triangles) painted onto the road surface in advance of the crosswalk.



Reference

Greg Ray, PE
Public Works Director
City of Grover Beach
154 South 8th Street
Grover Beach, CA 93433
805.473.4530

Date

August 2016

Control of Costs

Omni-Means/GHD came in under the original budget of \$27,000 and completed the project for \$18,543.

Timely Completion

Project was completed on schedule.



S. 16th Street/Farroll Road Sight Distance, Marked Crosswalk, and Left-Turn Evaluation - Grover Beach

In 2013, a new segment of South 16th Street was constructed which closed a gap in the street network between Huntington Avenue and Farroll Road, connecting to Farroll Road opposite the existing S. 16th Street and converting what was prior a "T" intersection to a four-legged intersection. Omni-Means/GHD evaluated the intersection of Farroll Road/S. 16th Street in the City. The study intersection is two-way-stop-controlled, with the minor road (S. 16th Street) stop-controlled. The elements analyzed include intersection sight distance, warrants for installation of a marked crosswalk across Farroll Road, and warrants for installation of an exclusive left-turn lane eastbound on Farroll Road approaching S. 16th Street. The existing AM and PM peak hour traffic volume counts and bicycle/pedestrian peak hour volumes for the intersection were collected by us in February 2017. A roadway segment count on Farroll Road, east of 16th Street was also taken to gather daily roadway volumes. The conclusions and recommendations of the analysis included:

- **Corner Sight Distance:** The distance is adequate for all movements except for the southbound S. 16th Street approach looking east along Farroll Road. The existing corner sight distance for this view is 287 ft, which is below the minimum of 385 ft per the Caltrans Highway Design Manual for a 35 mph roadway. Removal of a small tree would provide an additional 32 ft of sight distance; however, the resulting 319 ft would remain below minimums. Options for achieving minimum sight distance include relocating a portion of the existing subdivision masonry wall near the northeast corner of the study intersection, or restriping Farroll Road east of S. 16th Street to shift centerline to the south approximately 8 ft. This could be accomplished by relocating the on-street parking along the south side to the north side.
- **Stopping Sight Distance:** Stopping sight distances along Farroll Road at the study intersection are sufficient and exceed minimum distances required per the Caltrans HDM.
- **Marked Crosswalk:** The study intersection is a candidate location for the installation of a marked crosswalk across Farroll Avenue, however due to the low volume of pedestrians observed crossing it is not recommended to make the installation a priority.
- **Exclusive Eastbound Left-Turn Lane:** An exclusive turn lane exists in the westbound direction to southbound S. 16th Street. Installing a complementary left-turn lane on eastbound Farroll Road to northbound S. 16th Street is an option, although not currently needed.



Reference

Amber Collins
Executive Director
Calaveras Council of
Governments
444 East Saint Charles Street/
Highway 49
San Andreas, CA 95249
916.557.1170

Date

2014

Control of Costs

Omni-Means/GHD came in under the original budget of \$30,934.00 and completed the project for \$30,746.98.

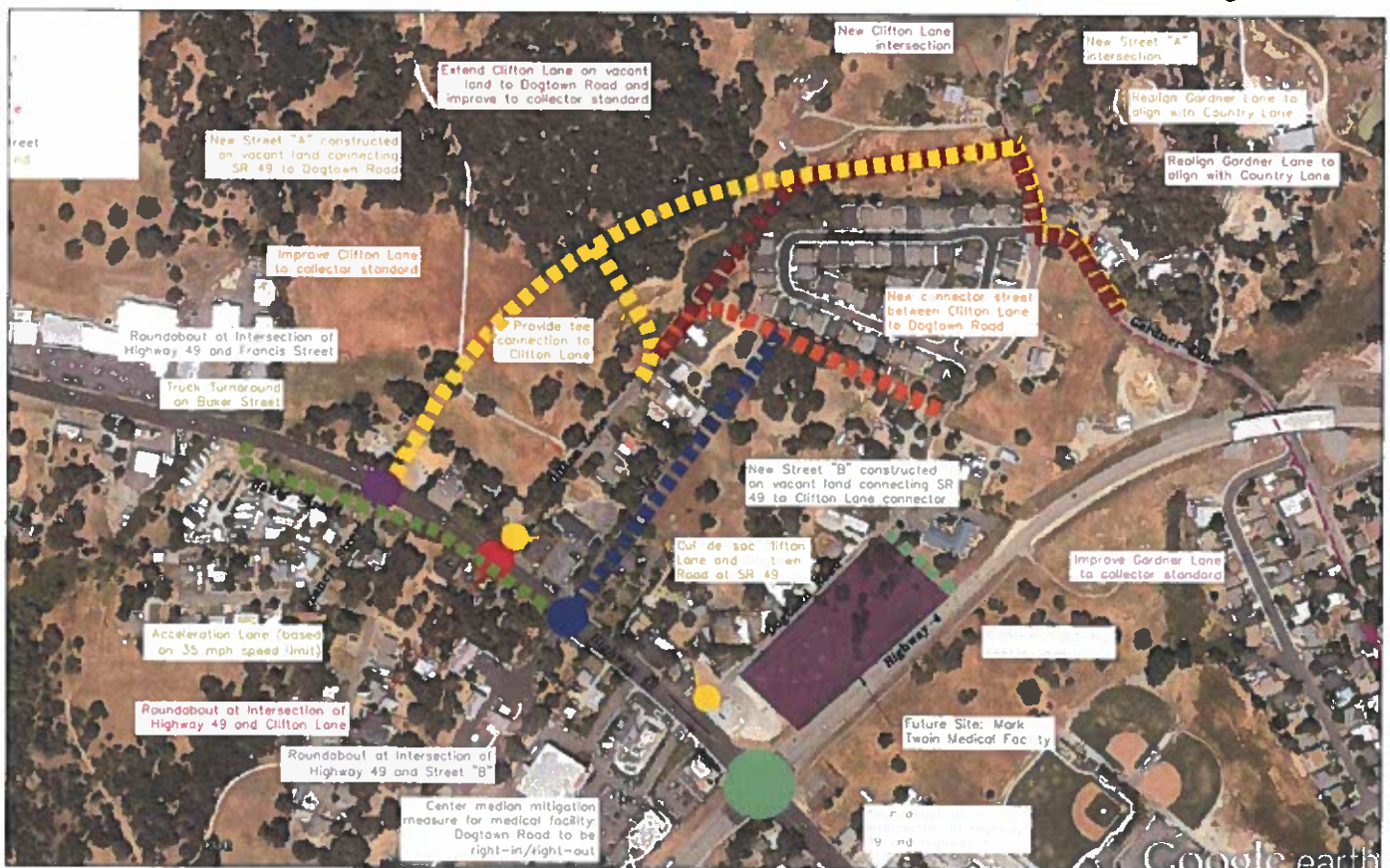
Timely Completion

Project was completed on schedule.

Dogtown Rd/SR 49 Mitigation Evaluation for the Mark Twain Medical Center New Medical Facility - Angels Camp

The City of Angels Camp was preparing for the Mark Twain Medical Center New Medical Facility. However, per the medical facility's Draft EIR, the prohibition of left-turns at the Dogtown Road/SR 49 intersection was necessary and widen the SR 49/SR 4 intersection to allow U-turns. However, truck U-turn's were not addressed in the study. The left-turn prohibition will restrict direct access between Dogtown Road/SR 49 to right-turns only. In order to accommodate for this movement, the design of this improvement will have to be modified significantly to accommodate the larger turn radius of the WB-50 truck relative to a typical passenger car.

Omni-Means/GHD developed a number of short and long-term options in order to accommodate circulation for vehicles that would have turned left from SR 49 onto Dogtown Road without the prohibition, the intersection of SR 49/SR 4 is proposed to be modified to allow southbound U-turn's. In order to ensure acceptable truck circulation between Dogtown Road and SR 49, all improvements are designed to allow circulation of a west-bound 50 size truck. In addition, a public workshop was held in order to share short and long-term circulation concepts with residents. In preparation for receiving public input on these options, they were consolidated into three main short-term concepts, and five main long-term concepts. Following the PowerPoint presentation, residents walked around a number of display boards depicting the various options and identify 1st, 2nd, and 3rd preferences by placing colored dots. The feedback from residents was a critical component in the decision-making and selection of a final recommendation. The project is currently in the PSR stage.



References

National Data & Surveying Services has performed numerous traffic/transit data collection analysis for clients/jurisdictions throughout California, Nevada, Arizona, and several other states. We currently have more than 200 clients on our active/repeat customer list and have completed over 2000 jobs in the last 12 months. Studies are conducted in accordance with relevant data collection guidelines, including those published by the Federal Highway Administration and the Manual of Traffic Engineering Studies prepared by the Institute of Transportation Engineers. Our firm is totally committed to customer service. We have and always will do everything in our power to satisfy our customers.

Reference

Patrick Gilster, Fehr & Peers, 100
Pringle Avenue, Suite 600, Walnut
Creek, CA 94596, 925.930.7100

Alameda County ITMs & Average Daily Traffic counts - Alameda County

In April of 2017, National Data & Surveying Services was contracted by Fehr & Peers to conduct a large data collection effort at 32 school sites throughout Alameda County, CA. Contract requirements were:

- Turning movement counts at 67 locations with pedestrians and bicycles
- Twenty-four (24) hour volume Average Daily Traffic counts at 27 locations

Reference

David Yatabe, City of Vallejo, 555
Santa Clara Street, Vallejo, CA
94590, 707.648.4300

City of Vallejo On-Call Traffic Data Services - Vallejo

National Data & Surveying Services was contracted to On-Call traffic data throughout the City. Data collected included:

- Volume, Speed and Classification machine counts
- Turning Movement Counts with bicycle and pedestrians
- Traffic Data Video Capture

Reference

Sai Midididdi, City of Hayward, 777
B Street, Hayward, CA 94541,
510.583.4783

City of Hayward Traffic Data Services - Hayward

In 2006, National Data & Surveying Services was awarded a one-year contract for citywide Traffic Data Services. Contract annual requirements are approximately:

- 160 Average Daily Traffic counts
- 44 Six Hour (3 Peaks) Turning Movement Counts

Reference

LoAnna Hernandez, City of
Sacramento, 927 10th Street,
Sacramento, CA 95814,
916.808.6739

City of Sacramento Traffic Counts - Sacramento

National Data & Surveying Services is the primary firm conducting all traffic counts for the City of Sacramento under a Master Services Agreement and has been since 1998. National Data & Surveying Services annually collects approximately:

- 64 Four Hour Turning Movement Counts
- 300 Speed Counts



Our Counsel reviewed the City's documents and Omni-Means/GHD does not have any exceptions to the Scope of Services, the City's insurance requirements and/or the City's draft professional services agreement as shown in the RFP.



Fee Schedule for
TRAFFIC ANALYSIS – UKIAH
SCHOOLS AND SURROUNDING AREA

ATTACHMENT #3

Task	Omni-Means								NDS	Total Hours	Task Budget
	PM	APM	Technical Lead	Traffic Engineer	Traffic Engineer	Traffic Engineer	Design Engineer	Expenses	Traffic Counts		
	Kamesh	Jim	Marty	Charuni	Kenneth	Zachary	Haytham		1		
<i>Hourly Rate</i>	\$205	\$195	\$225	\$110	\$120	\$100	\$140				
Task 1. Data Collection, Meetings, & Project Management											\$ 16,850
Task 1.1. Data Collection				8					\$5,000	8	\$5,880
Task 1.2. Roadway Inventory				8						8	\$880
Task 1.3. Meetings	16	16								32	\$6,400
Task 1.4. Project Management	18									18	\$3,690
Task 2. Existing Corridor Conditions											\$ 17,460
Task 2.1. Existing Conditions Capacity Analysis		8			60					68	\$8,760
Task 2.2. Pedestrian and Bicycle Analysis			12			60				72	\$8,700
Task 3. Improvement Concepts											\$ 11,680
Task 3.1. Identification of Improvement Options		4	4	40			40			88	\$11,680
Task 4. Draft/Final Traffic Study											\$ 7,940
Task 4.1. Draft Traffic Study		8				40				48	\$5,560
Task 4.2. Final Traffic Study		4				16				20	\$2,380
Staff Hours	34	40	16	56	60	116	40			362	\$53,930
Reimbursable Expenses & Travel								\$1,000.00			\$1,000
Total	\$6,970	\$7,800	\$3,600	\$6,160	\$7,200	\$11,600	\$5,600	\$1,000	\$5,000		\$54,930



AGENDA SUMMARY REPORT

SUBJECT: Receive Updates on City Council Committee and Ad Hoc Assignments.

DEPARTMENT: Administration

PREPARED BY: Sage Sangiacomo

ATTACHMENTS:

[Attachment 1 - 2018 City Council Special Assignments & Ad Hocs](#)

Summary: City Council members will provide reports and updates on their committee and ad hoc assignments.

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.

RECOMMENDED ACTION: Receive report(s).

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

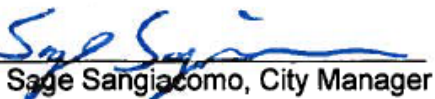
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mayor Doble

Approved: _____


Sage Sangiacomo, City Manager

2018 COUNCIL ASSIGNMENTS

ATTACHMENT 1

COUNTY/REGIONAL OnGoing One + Alternate	MTG DATE/TIME	MEETING	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
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	Scalmanini Brown - Alternate	Rick Seanor , Deputy Director of Public Works; 463-6296 rseanor@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	Doble Brown - Alternate	Sean White , Director of Water Resources; 463-5712 swwhite@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 Doble - 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	Scalmanini Brown - 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	Tami Bartolomei (Appointed 4/05/2017)	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	Mulheren (no alternate necessary)	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 666-4857	Consider issues related to Russian river - plans projects and funding requests	Doble Brown - Alternate	Sean White , Director of Water Resources; 463-5712 swwhite@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 Doble - Alternate	Sean White , Director of Water Resources; 463-5712 swwhite@cityofukiah.com
COUNTY/REGIONAL One + Staff Alternate	MTG DATE/TIME	MEETING	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Depot Infrastructure Development	TBD	TBD		300 Seminary Avenue Ukiah, CA 95482	Review and advise regarding public infrastructure improvements in and around the railroad depot property and area	Doble (no alternate necessary)	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
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	Doble Riley - Alternate	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
Greater Ukiah Chamber of Commerce Liaison ex officio	4th Wednesday of month, 9:00 a.m.	Conference Center	200 S. School Street Ukiah, CA	200 S. School Street Ukiah, CA 95482 462-4705	To represent and set policy for Chamber and area businesses	Doble Riley - Alternate	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com; Kerry Randall , Facilities Admin; 463-6706 krاندall@cityofukiah.com
Homeless Services Action Group (HSAG)	Thursdays as needed, 4:00 p.m.	Manzanita Services Inc.	410 Jones Street Ukiah	631 Tokay Avenue Ukiah, CA 95482 or MCAVHN at: P.O. Box 1350 Ukiah, CA 95482 Judy Popowski - 463-6655	HSAG (Homeless Services Action Group)	Scalmanini	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
Main Street Program Board of Directors ex officio	1st Thursday of month, 8:00 a.m.	200 South School Street	Ukiah, CA	200 S. School St. Ukiah, CA 95482 463-6729	Develops activities for downtown economic development program	Mulheren Riley - Alternate	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com Kerry Randall , Facilities Administrator; 463-6706 krاندall@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	Scalmanini Sangiacomo - Alternate	Tami Bartolomei , Community Services Administrator; 467-5765 tbartolomei@cityofukiah.com
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	Brown Chief Dewey - Alternate	Chris Dewey , Police Chief; 463-6245 cdewey@cityofukiah.com

2018 COUNCIL ASSIGNMENTS

Northern California Power Agency (NCPA)	4th Thursday of month, 9:00 a.m. (see calendar from NCPA)	Roseville, CA and other locations	651 Commerce Drive Roseville, CA 95678 916-781-4202	Pool of public utilities for electric generation and dispatch	Crane Grandi - Alternate	Mel Grandi , Electric Utility Director; 463-6295 mgrandi@cityofukiah.com
LOCAL/COUNTY/REGIONAL/LIANSOS 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	Mulheren Doble - 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 Alan Carter , Treasurer	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Library Advisory Board	3rd Wednesdays of alternate months (beginning January), 1:00 p.m.	Various Mendocino County Libraries	Ukiah County Library 463-4491	Review library policy and activities	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	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	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
Russian River Flood Control District (RRFCD)	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	Doble	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com
HHSA Advisory Board	2nd Wednesday of month; 9:00 a.m.	Big Sur Room County Department of Social Services	Executive Director Jackie Williams - 462-1934 c/o Ford St. Project 139 Ford St. Ukiah CA 95482	Discussions and possible work on health and human service issues	Brown - Liaison	Sage Sangiacomo , City Manager; 463-6221; ssangiacomo@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	Doble	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	None from Ukiah Council currently	Kristine Lawler , City Clerk; 463-6217 klawler@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 City's 2nd District Supervisor	Brown / Mulheren (Alternate)	Sage Sangiacomo , City Manager; 463-6221; ssangiacomo@cityofukiah.com
Fire Executive Committee	2nd Wednesdays of month, 7:00 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	Brown / Doble	Dan Grebil , Fire Authority Administrator; 462-7921 x400; dgrebil@cityofukiah.com

2018 AD HOC COMMITTEES

COMMITTEE	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Electric Grid Operational Improvements	Crane/Scalmanini	Mel Grandi , Electric Utility Director; 463-6295 mgrandi@cityofukiah.com
Rate Studies for Electric, Water, Sewer	Crane/Doble	Mel Grandi , Electric Utility Director; 463-6295 mgrandi@cityofukiah.com Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Sales Tax Sharing	Crane/Doble	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com Guy Mills , Project and Grant Administrator; 467-5719 gmills@cityofukiah.com David Rapport , City Attorney; 467-2800 drapport@cityofukiah.com Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Ukiah Valley Sanitation District Mediation	Crane/Doble	Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Sean White , Water Resources Director; 467-5712 swhite@cityofukiah.com
Water Bonds	Crane/Doble	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Marijuana Legislation and Policy	Mulheren/Brown	Chris Dewey , Police Chief; 463-6245 cdewey@cityofukiah.com Craig Schlatter , Director of Community Development; 463-6219 cschlatter@cityofukiah.com
Strategic Planning	Crane/Doble	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
Landfill Closure	Crane/Scalmanini	Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
City Water Rights	Doble/Crane	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com
Downtown Parking Management	Mulheren/Brown	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
Budget Development Best Practices and Financial Policy	Crane/Doble	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sheri Mannion , Human Resource Director/Risk Manager; 463-6272, smannion@cityofukiah.com
Public Works Project Specification Development	Crane/Doble	Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Uniform Cost Accounting	Crane/Mulheren	Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Cost Allocation Plan	Crane/Doble	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Vichy Springs Resort Litigation	Scalmanini/Brown	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com