



City Council Regular Meeting
AGENDA

Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482
May 16, 2018 - 6:00 PM

1 ROLL CALL

2 PLEDGE OF ALLEGIANCE

3 PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

3.a. [Receive Presentation of First Quarter Employee Recognition Awards.](#)

Recommended Action: Receive a presentation of the Employee Recognition Awards for the first quarter.

[None](#)

3.b. [Presentation on 10th Annual Ukiah Airport Day June 2, 2018.](#)

[Attachment 1 - Airport Day Flyer](#)

3.c. [Proclamation Recognizing May 13 - 19, 2018, as Police Week in the City of Ukiah.](#)

Recommended Action: Issue Proclamation.

[Attachment 1 - Proclamation Recognizing Police Week](#)

3.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.](#)

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](#)

4 PETITIONS AND COMMUNICATIONS

5 APPROVAL OF MINUTES

5.a. [Approval of the May 2, 2018, Regular Meeting Minutes](#)

Recommended Action: Approve the Minutes of May 2, 2018, a Regular Meeting, as submitted.

[Attachment 1 - May 2, 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 April 2018.](#)

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

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

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

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

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

7.b. [Report to City Council Regarding Contract from Reachin' Up Productions, Inc. for a Band Performance at the 2018 Sundays in the Park Concert Series in the Amount of \\$12,000.](#)

Recommended Action: Receive report.

[Attachment 1- Madison House contract signed 2018](#)

7.c. [Report to City Council Regarding Payment to City of Light Sound and Recording for Sound Equipment and Sound Technician Services for the 2018 Sundays in the Park Concert Series in the Amount of \\$12,696.](#)

Recommended Action: Receive report

[Attachment 1 - COLRS Contract 2018](#)

7.d. [Approval of Change Order #2 to Granite Construction, Inc. in the Amount of \\$176,351 for Additional Work Related to the North State Street Intersection - Low Gap Road/Brush Street Storm Drain & Signalization Improvements Project, Specification No. 18-01, and Approval of Corresponding Budget Amendment.](#)

Recommended Action: Approve of Change Order #2 to Granite Construction, Inc. in the Amount of \$176,351 for Additional Work Related to the North State Street Intersection - Low Gap Road/Brush Street Storm Drain & Signalization Improvements Project, Specification No. 18-01, and Approval of Corresponding Budget Amendment

[Attachment 1 - CCO 2 Cost](#)

8 AUDIENCE COMMENTS ON NON-AGENDA ITEMS

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

9 **COUNCIL REPORTS**

10 **CITY MANAGER/CITY CLERK REPORTS**

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

12 **UNFINISHED BUSINESS**

- 12.a. Discussion and Possible Introduction by Title Only of a Proposed Amended Cannabis Related Business Ordinance.

Recommended Action: Staff asks that the City Council discuss and consider introduction by title only of the proposed Cannabis Related Business Ordinance Amendment.

Attachment 1 Cannabis Business Ordinance Amendment CLEAN

Attachment 2 Cannabis Business Ordinance Amendment REDLINE

- 12.b. Consider a Memorandum of Understanding (MOU) with the County of Mendocino Regarding the Request for Proposal Process to Establish an Exclusive Operating Area (EOA) for Emergency Ambulance Services for Inland Mendocino County.

Recommended Action: Approve the memorandum of understanding with the County of Mendocino regarding the request for proposal process to establish an exclusive operation area for emergency ambulance service for inland Mendocino County.

Attachment 1 - Memorandum of Understanding

13 **NEW BUSINESS**

- 13.a. Discussion and Possible Action Regarding Adopting in Concept, Mendocino County's Homeless Needs Assessment and Action Steps by Marbut Consulting and Creation of Corresponding Ad Hoc Committee.

Recommended Action: Staff recommends that the City Council adopt in concept the Mendocino County Homeless Needs Assessment and Action Steps, direct staff to continue to pursue collaborative implementation with the County of Mendocino and community partners, and create a corresponding ad hoc committee.

Attachment 1 - Marbut Consulting Report

- 13.b. Consideration and Approval of Response to Grand Jury Report – Ukiah Streets

Recommended Action: Approve the Response to Grand Jury Report – Ukiah Streets

Attachment 1 - Ukiah Streets Report

Attachment 2 - Grand Jury Ukiah Streets Response

- 13.c. Capital Improvement Project (CIP) 101 presentation and discussion of CIP draft for the 2018-19 Fiscal Year.

Recommended Action: Receive update on progress of the OpenGov CIP platform development and provide input to staff.

Attachment 1 - 15-16-Capital-Budget Presentation

- 13.d. Review and Consideration of Budget Development Schedule, Fiscal Year 2017-18

Recommended Action: Review and consideration of the budget development schedule for 2017-18.

Attachment 1 - Budget Schedule

- 13.e. [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](#)

- 14.c. [Public Employee Performance Evaluation](#)
Government Code Section 5495

[Title: City Manager](#)

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: Receive Presentation of First Quarter Employee Recognition Awards.

DEPARTMENT: Human Resources

PREPARED BY: Sheri Mannion

ATTACHMENTS:

None

Summary: The Mayor will present selected employees with Exceptional Employee awards.

Background: The City of Ukiah prioritizes the retention and attraction of outstanding employees and recognizes their role in our goal of providing exceptional customer service. The Exceptional Employees Program, through a nomination process, recognizes and awards those employees or teams of employees who have truly gone above and beyond.

Once each quarter, nominations are considered from the categories of field crews, public safety, and administration.

Discussion: The recipients for the first quarter 2018 are as follows:

Isabel Madrigal, Police Officer, Detective Unit: Detective Madrigal has been nominated for her exceptional work in investigating a highly sensitive case involving sexual assault. For over a year she worked to protect a number of young children from lengthy and repeated attacks. Through Detective Madrigal's extensive complex

RECOMMENDED ACTION: Receive a presentation of the Employee Recognition Awards for the first quarter.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

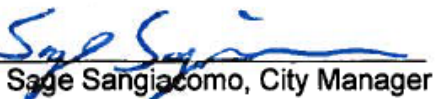
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: _____


Sage Sangiacomo, City Manager

investigation, the suspect eventually pled guilty to a number of charges and was sentenced to 12 years in prison. Her actions saved the young children and family from an intrusive jury trial testifying in front of many people, and from further horrific abuse. Detective Madrigal's actions are a fantastic example of the City of Ukiah core values.

Ben Kageyama, Senior Civil Engineer, Public Works: Ben has been nominated for his extraordinary determination to secure funding for all three phases of the Ukiah Rail Trail. Thanks to Ben's efforts, Phase I is complete and Phase II is currently in the design process. Recently, Ben coordinated the community-wide effort to successfully secure funding for Phase III, which involved multiple agencies in a competitive statewide grant. Not only has Ben secured the funding for the project, he also continues to manage the project through all phases and has been a champion in the City's efforts to become a walkable community. This is an excellent example of teamwork and service to our community.

There are no Attachments to this Agenda Item.



AGENDA SUMMARY REPORT

SUBJECT: Presentation on 10th Annual Ukiah Airport Day June 2, 2018.

DEPARTMENT: Airport

PREPARED BY: Greg Owen

ATTACHMENTS:

[Attachment 1 - Airport Day Flyer](#)

Summary: The Ukiah Airport is having its 10th annual Ukiah Airport Day June 2, 2018

Background: In 2008, the Ukiah Airport Staff and Airport Tenants wanted to invite the citizens of Ukiah to come out and enjoy the Airport. The first Airport Day was held on June 20, 2009.

Discussion: The Ukiah Airport Day is a free event put on by Airport Staff and Volunteers. The Ukiah Airport Day allows everyone to come out and get an up close look at the many different types of aircraft that use our Airport. Attachment 1 is the Airport Day Flyer detailing the activities of the day.

RECOMMENDED ACTION:

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

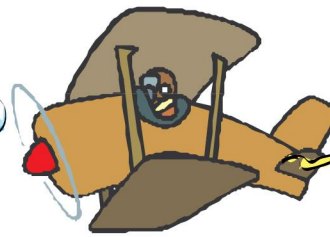
FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: _____


Sage Sangiacomo, City Manager



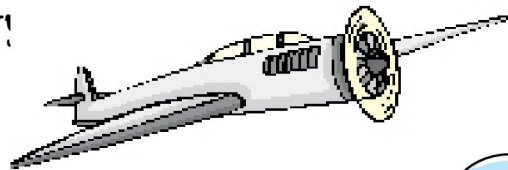
FREE PARKING
&
FREE ADMISSION

Ukiah Airport Day

Saturday June 2, 2018
9am - 3pm

Come see the many ways the Ukiah Airport serves our community

- *Private and Corporate Flying
- *Package Delivery
- *Air Ambulance
- *Fire Fighting
- *Search and Rescue
- *Local Businesses

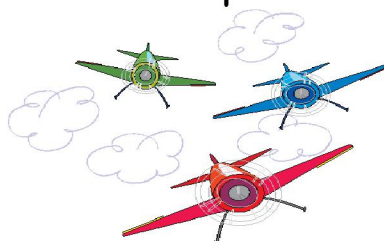


THE DAYS EVENTS INCLUDE:

- FLYING DEMOS
- BUY AN AIRPLANE RIDE
- AIRCRAFT ON DISPLAY
- Warbirds
- EXPERIMENTAL AIRCRAFT
- CAL FIRE TANKERS
- CAL STAR
- LOCAL CAR CLUBS HOT RODS
- JUMP HOUSE WATER SLIDE



Would you like to show something? Or
Perform? Call the Ukiah Airport
707-467-2855



* FOOD AND DRINK BY LOCAL
NON-PROFITS, AND LOCAL
BUSINESSES



AGENDA SUMMARY REPORT

SUBJECT: Proclamation Recognizing May 13 - 19, 2018, as Police Week in the City of Ukiah.

DEPARTMENT: Police

PREPARED BY: Chris Dewey

ATTACHMENTS:

[Attachment 1 - Proclamation Recognizing Police Week](#)

Summary: The City Council will consider issuing a proclamation recognizing May 13 - 19, 2018, as Police Week in the City of Ukiah.

Background: In 1962 President John F. Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls as National Police week, the annual tribute to law enforcement service and sacrifice. There are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Ukiah Police Department.

Since the first recorded death in 1791, more than 21,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including members of local law enforcement. The names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.

360 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 129 officers killed in 2017 and 231 officers killed in previous years.

RECOMMENDED ACTION: Issue Proclamation.

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: The service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 30th Annual Candlelight Vigil, on the evening of May 13, 2018. May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff. Proclamation is attached.

PROCLAMATION

RECOGNIZING MAY 13 – 19, 2018 AS POLICE WEEK IN THE CITY OF UKIAH

WHEREAS, in 1962 President John F. Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls as National Police week, the annual tribute to law enforcement service and sacrifice; and

WHEREAS, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Ukiah police department; and

WHEREAS, since the first recorded death in 1791, more than 21,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including members of local law enforcement; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, 360 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 129 officers killed in 2017 and 231 officers killed in previous years; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 30th Annual Candlelight Vigil, on the evening of May 13, 2018; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff.

NOW, THEREFORE, that the City Council of the City of Ukiah hereby proclaims the week of May 13-19, 2018, as

Police Week in the City of Ukiah

and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Signed and sealed, this 16th day of May, 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.

At the April 18, 2018, City Council meeting, Staff reported that mediation discussions related to potential settlement continue, but at the same time, the litigation activities remain in full swing. Staff said that depositions are scheduled for the remainder of April and May, and will be occurring almost daily. The Public Records Act requests from UVSD are again coming in on a weekly basis. Staff expressed the need for a settlement to end the litigation that is costing the rate payers, the District, and the City a significant amount of money and resources.

At the May 2, 2018, City Council meeting, Staff reported that the litigation continued as previously reported, and clarified - in response to a Ukiah Daily Journal article quoting UVSD's Chair as saying that the litigation represented a "divorce" between the District and the City - that the litigation does not result in a new Participation Agreement. He stated that in order to get to a new agreement, the City and District would still need to work together on a settlement that fosters a new agreement, and that the current litigation is only about money.

Discussion: At the May 16, 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: Approval of the May 2, 2018, Regular Meeting Minutes

DEPARTMENT: Clerk/Admin

PREPARED BY: Kristine Lawler

ATTACHMENTS:

[Attachment 1 - May 2, 2018, Draft Minutes](#)

Summary: Council will consider approving the Minutes of May 2, 2018, a Regular Meeting (Attachment 1).

Background: N/A

Discussion: N/A

RECOMMENDED ACTION: Approve the Minutes of May 2, 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
May 2, 2018
6:00 p.m.**

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Regular Meeting on May 2, 2018, having been legally noticed on April 27, 2018. Mayor Doble called the meeting to order at 6:02 p.m. Roll was taken with the following **Councilmembers Present:** Jim O. Brown, Stephen G. Scalmanini, Douglas F. Crane, Maureen Mulheren, and Kevin Doble. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

MAYOR DOBLE PRESIDING.

The Pledge of Allegiance was led by Sage Sangiacomo, City Manager.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Proclamation Recognizing the Human Race in Mendocino County on May 5, 2018.

Presenter: Mayor Doble and Vice Mayor Mulheren.

Public Comment: Kasie Gray.

Proclamation was received by Kasie Gray and Carolyn Welch.

b. Presentation of the City of Ukiah's Ongoing Community Housing Satisfaction Survey.

Presenter: Craig Schlatter, Community Development Director.

Public Comment: Doug Guillon.

Presentation was received.

c. Presentation Regarding the New MyGov Business License Software

Presenters: Lori Martin, Billing and Customer Service Manager; Liz Frausto, Business License Customer Service Representative; and Mary Horger, Procurement Manager.

Presentation was received.

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 April 16, 2018, Special Meeting Minutes
- b. Approval of the April 18, 2018, Regular Meeting Minutes
- c. Approval of the April 25, 2018, Special Meeting Minutes

Motion/Second: Mulheren/Brown to approve Minutes of April 19, 2018, a special meeting; April 18, 2018, a regular meeting; and April 25, 2018, a special meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Brown, Scalmanini, Crane, Mulheren, and Doble. NOES: None. ABSENT: None. ABSTAIN: None.

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

- a. Possible Adoption of the Proposed Adult Use Cannabis Retail Ordinance – *Community Development*.

ORDINANCE NO. 1188

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

- b. Report of Acquisition of Services (*COU No. 1718-205*) from PG&E for Surveying of PG&E Power Lines at the Ukiah Landfill as Required for Landfill Closure Project, in the Amount of \$11,110 – *Public Works*.

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

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

9. **COUNCIL REPORTS**

Presenter: Councilmember Scalmanini.

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

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

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

12. **UNFINISHED BUSINESS**

- a. Possible Adoption of a Residential Density Calculation Ordinance 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.

Presenter: Craig Schlatter, Community Development Director.

Motion/Second: Crane/Mulheren to adopt Residential Density Calculation Ordinance 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. Motion **carried** by the following roll call votes: AYES: Brown, Crane, Mulheren, and Doble. NOES: Scalmanini. ABSENT: None. ABSTAIN: None.

ORDINANCE NO. 1189

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.

13. NEW BUSINESS

a. Adoption of Resolution Supporting Proposition 69 and Opposing the Repeal of SB 1: The Road Repair and Accountability Act of 2017.

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

Motion/Second: Crane/Brown to adopt resolution (2018-11) supporting Proposition 69 and opposing the repeal of SB 1: The Road Repair and Accountability Act of 2017, and direction to staff to bring back to Council a letter of support for signature. Motion **carried** by the following roll call votes: AYES: Brown, Scalmanini, Crane, Mulheren, and Doble. NOES: None. ABSENT: None. ABSTAIN: None.

b. Consider a Memorandum of Understanding (MOU) with the County of Mendocino Regarding the Request for Proposal Process to Establish an Exclusive Operating Area (EOA) for Emergency Ambulance Services for Inland Mendocino County.

Presenter: Sage Sangiacomo, City Manager.

Public Comment: John McCowen, 2nd District Supervisor.

Council Consensus to continue this item to the May 16, 2018, City Council meeting.

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

Presenter: Councilmember Scalmanini.

THE CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 7:53 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 report out was received.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 8:11 p.m.



AGENDA SUMMARY REPORT

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

DEPARTMENT: Finance

PREPARED BY: Candice Rasmason

ATTACHMENTS:

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

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

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

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

Summary: Payments made during the month of April 2018 are summarized on the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the four (4) individual payment cycles within the month.

Background: Accounts Payable Check Numbers (City & UVFA): 3026737-3026867; 3026868-3026951; 3026952-3027084; 3027085-3027198

Accounts Payable Wire Transfers: N/A

Payroll Check Numbers: 505887-505918; 505919-505946

Payroll Manual Check Numbers: N/A

Direct Deposit Numbers: 86791-86992; 86994-87190

Manual Direct Deposit Numbers: 86993

Void Check Numbers: 3026744, 3026766, 3026294, 3026460, 3026728, 3026772, 3026895, 505919, 505922

Void Direct Deposit: 86898

RECOMMENDED ACTION: Approve the Report of Disbursements for the month of April 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: April 2018 Summary of Disbursements

Attachment #2: Account Codes for reference

Attachment #3: Object Codes for reference

Attachment #4: April 2018 Disbursement Detail

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

Attachment 1

FUNDS:

100	General Fund	\$448,533.01	700	Sanitary Disposal Site Fund	\$23,950.16
105	Measure S General Fund	\$625.00	701	Landfill Corrective Fund	
110	Special General Fund		702	Disposal Closure Reserve Fund	
201	Worker's Comp Fund	\$56,134.79	704	Post Closure Fund - Solid Waste	\$0.00
202	Liability Fund		720	Golf Fund	\$58,266.11
203	Garage Fund	\$6,807.37	730	Conference Center Fund	\$8,548.22
204	Purchasing Fund	\$2,925.05	750	Visit Ukiah	\$6,962.77
205	Billing & Collections Fund	\$12,464.73	777	Airport Fund	\$27,134.23
206	Public Safety Dispatch Fund	\$1,120.23	778	Airport Capital Improvement Fund	\$13,853.29
207	Payroll Posting Fund	\$245,014.54	779	Special Aviation Fund	
208	Building Maintenance/Corp Yard Fund	\$12,583.49	800	Electric Fund	\$672,435.57
209	IT Fund	\$62,643.14	801	Electric Capital Reserve Fund	\$24,237.27
220	Equipment Reserve Fund		803	Lake Mendocino Bond Reserve	
250	Special Revenue Fund	\$97,285.02	805	Street Lighting Fund	\$9,086.50
251	Special Projects Reserve Fund		806	Public Benefits Fund	\$3,955.37
300	Park Development Fund		820	Water Fund	\$55,883.92
301	Anton Stadium Fund	\$0.00	822	Water Capital Improvement Fund	\$4,736.25
302	Observatory Park Fund	\$2,910.24	830	Recycled Water Fund	\$142,610.83
304	Swimming Pool Fund	\$0.00			
305	Riverside Park Fund	\$0.00	840	City/District Sewer Fund	\$127,971.10
306	Skate Park Fund	\$0.00	841	Sewer Contruction Fund	
310	Museum Grants	\$3,829.87	843	Sewer Capital Fund	
311	Alex Rorbaugh Recreation Center Fund	\$1,736.46	900	Special Deposit Trust	\$617,866.89
312	Downtown Business Improvement Fund	\$3,729.65	901	General Service (Accts Recv)	\$4,552.81
313	LMIHF Housing Asset Fund		902	U.S.W. Billing & Collection	\$36,987.46
314	Winter Special Events	(\$833.24)	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	\$61,093.47
505	Signalization Fund		940	Sanitation District Special Fund	\$709.45
506	Bridge Fund		943	Sanitation District Capital Improvement Fund	
507	1998 STIP Augmentation Fund		952	REDIP Sewer Enterprise Fund	
508	SB325 Reimbursement Fund	\$4,015.00	960	Community Redevelopment Agency	
509	S.T.P. Fund		961	RDA Housing Pass-Through	
510	Trans-Traffic Congest Relief Fund		962	Redevelopment Housing Fund	
600	Community Development Block Grant		963	Housing Debt	
601	EDBG 94-333 Revolving Loan		964	RDA Capital Pass-Through	
602	Community Development Fund		965	Redevelopment Capital Improvement Fund	
603	08-HOME-4688		966	Redevelopment Debt Service	
604	CDBG Grant 09-STBG-6417		967	Housing Bond Proceeds	
605	11-HOME-7654 Fund	\$0.00	968	Non-Housing Bond Proceeds	
606	CDBG Grant 10-EDEF-7261		969	RDA Obligation Retirement Fund	
607	Prop 84 Grant Fund		844/944	Sewer Capital Projects Fund	\$96,189.87
609	13-CDBG-8940		915	UVFD	\$20,482.14
610	City RDA Projects Fund			Retainage Withheld	\$8,618.15
630	Asset Seizure Fund	\$7,147.27	611	CDBG 16-CDBG-11147	
631	Asset Seizure Fund (Drug/Alcohol)				
633	H & S Education 11489(B)(2)(A1)				
634	Federal Asset Seizure Grants				
635	SUP Law Enforcement Service Fund	\$1,250.00			
637	Local Law Enforcement Block Grant				
638	Asset Forfeiture 11470.2 H & S				
639	Special Revenue - Police	\$0.00			
640	Parking District Fund	\$1,108.12			
691	Museum Fund	\$5,701.30			

PAYROLL CHECK NUMBERS: 505887-505918
DIRECT DEPOSIT NUMBERS: 86791-86993
PAYROLL PERIOD: 3/25/18-4/7/18
PAYROLL CHECK NUMBERS: 505919-505946
DIRECT DEPOSIT NUMBERS: 86994-87190
PAYROLL PERIOD: 4/8/18-4/21/18
PAYROLL CHECK NUMBERS:
DIRECT DEPOSIT NUMBERS:
PAYROLL PERIOD:

VOID CHECK NUMBERS:
3026744, 3026766, 3026294, 3026460
3026728, 3026772, 3026895, 505919, 505922

MANUAL CHECK NUMBERS:

WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$3,002,862.87
TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$94.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$818,170.54
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$487,935.93

* vendor name(if applicable)

TOTAL PAYMENTS \$4,309,063.34

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

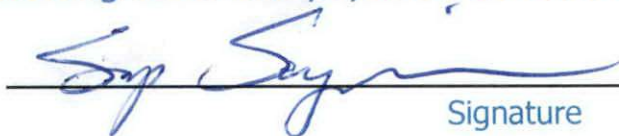
Attachment 3

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 4/6/2018

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		
ACCURATE FORKLIFT INC	011052873	SW UNIT-TURN SIGNAL	\$59.31	80026400-56130	EXTERNAL SERVICES	\$0.22
				80026400-56130	EXTERNAL SERVICES	\$59.31
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.22)
				Vendor Total:		\$59.31
ADVANCED SECURITY SYSTEMS	419244-2	ALARM MONITORING AT GHM	\$88.50	69122700-52180	SECURITY SERVICES	\$88.50
	419244	FIRE, LIFE SAFETY INSPECTION &	\$528.48	69122700-52180	SECURITY SERVICES	\$528.48
	Vendor Total:		\$616.98			
AFLAC	080347	CANCER/LIFE/ACC INSURANCE	\$7,049.80	20700000-20527	SECTION 125 (CANCER & LIFE)	\$7,049.80
					Vendor Total:	
AIMEE SHIELDS	APR 18	TRANSCRIPTION SERVICES FOR POL	\$1,250.00	63520210-52100	CONTRACTED SERVICES	\$1,250.00
					Vendor Total:	
AIR QUALITY MANAGEMENT DISTRICT	5066 FY 17/18	PERMIT #5066 RENEWAL	\$1,766.93	10022100-56130	EXTERNAL SERVICES	\$821.52
				77725200-56130	EXTERNAL SERVICES	\$596.80
				84024421-56130	EXTERNAL SERVICES	\$348.61
				Vendor Total:		\$1,766.93
AL PUNTO	1514	JOB ADVERTISING	\$171.00	10016100-54162	ADVERTISING	\$171.00
					Vendor Total:	
ALAN HODGE	TA 4/17/18	TRAVEL ADVANCE	\$30.00	82024411-57100	LEARNING AND DEVELOPMENT	\$15.00
				84024425-57100	LEARNING AND DEVELOPMENT	\$15.00
				Vendor Total:		\$30.00
ALL-GUARD ALARM SYSTEMS INC	A172851	ALARM MONITORING AT WWTP	\$81.80	84024425-52180	SECURITY SERVICES	\$81.80
					Vendor Total:	

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALLEN JAMES	DV 032918	INSTRUCTOR	\$128.00	10022850-52100	CONTRACTED SERVICES	\$48.00
				10022850-52100	CONTRACTED SERVICES	\$80.00
				Vendor Total:		\$128.00
ALTEC INDUSTRIES INC	10915253	PARTS & MATERIALS AS NEEDED	\$43.44	80026400-56130	EXTERNAL SERVICES	\$43.44
				Vendor Total:		\$43.44
ANIXTER	3832069-00	ELECTRICAL EQUIPMENT AND SUPPL	\$720.48	80000000-12104	INVENTORY - PURCHASES	\$720.48
				Vendor Total:		\$720.48
ARTHUR BLASS	DV 032718	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
				Vendor Total:		\$2,000.00
AT&T	3138 MAR 18	DSL FOR 911 REMOTE SUPPORT	\$85.84	20620231-55100	TELEPHONE	\$85.84
				Vendor Total:		\$85.84
BAY AREA BARRICADE SERVICE INC	0353105-IN	Y2K FLASHER/BATTERIES	\$305.76	10024220-54131	PW - BARRICADES & CONES	\$305.76
				Vendor Total:		\$305.76
BENJAMIN KATER	TR 3/8-10/18	TRAVEL REIMBURSEMENT	\$45.00	10021210-57100	LEARNING AND DEVELOPMENT	\$45.00
				Vendor Total:		\$45.00
BJ'S EMBROIDERY	12666	EMBROIDERY SERVICES	\$330.98	20913900-54100	SUPPLIES	\$330.98
				Vendor Total:		\$330.98
BROADCAST MICROWAVE SERVICES INC	SI-108639	12V USB CABLE	\$128.68	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.13)
				10020210-56130	EXTERNAL SERVICES	\$0.29
				10020210-56130	EXTERNAL SERVICES	\$128.68
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.16)
				Vendor Total:		\$128.68
BSN SPORTS	901862779	GIRLS SOFTBALL EQUIPMENT	\$3,151.57	90000000-23256	SPECIAL EVENTS TRUST	\$3,151.57
				Vendor Total:		\$3,151.57
CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	181069	REGISTRATION: CANDICE RASMASON	\$75.00	10013400-57100	LEARNING AND DEVELOPMENT	\$75.00

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	181111	REGISTRATION: LORA SMITH	\$75.00	10013400-57100	LEARNING AND DEVELOPMENT	\$75.00
	181070	REGISTRATION: SARAH BROWN	\$75.00	10013400-57100	LEARNING AND DEVELOPMENT	\$75.00
	Vendor Total:					\$225.00
CANDICE RASMASON	TA 4/18/18	TRAVEL ADVANCE	\$30.00	10013400-57100	LEARNING AND DEVELOPMENT	\$30.00
	Vendor Total:					\$30.00
CAROLLO ENGINEERS INC	0165749	DESIGN PHASES I&II RECYCLED WA	\$18,924.07	83024430-80230	INFRASTRUCTURE	\$18,924.07
	Vendor Total:					\$18,924.07
CHEM DRY	18073	CARPET CLEANING SVCS	\$1,564.20	31122870-56300	BUILDING MAINT. & REPAIR	\$1,564.20
	Vendor Total:					\$1,564.20
CISCO AIR SYSTEMS INC	119733-1	TUBE ASSY, ACAC/RECEIVER	\$66.60	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.24)
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.54
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$66.60
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.24)
	120430-1	TECH SUPPORT START UP OF AIR COMPRESSOR	\$1,000.00	82024411-80100	MACHINERY & EQUIPMENT	\$1,000.00
Vendor Total:					\$1,066.60	
CONVERGENT COMPUTING	BILL48761	IT SERVICES	\$450.00	20913900-52100	CONTRACTED SERVICES	\$450.00
	Vendor Total:					\$450.00
CORNWELL QUALITY TOOLS	8163	TOOLS AS NEEDED	\$202.13	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.94)
				20324100-54102	SMALL TOOLS	\$0.94
				20324100-54102	SMALL TOOLS	\$202.13
	Vendor Total:					\$202.13
CRAWFORD & ASSOC INC	35427	ON-CALL PLANNING SERVICES	\$8,482.50	10023100-52100	CONTRACTED SERVICES	\$72.50
				10023100-52100	CONTRACTED SERVICES	\$362.50
				10023100-52100	CONTRACTED SERVICES	\$1,196.25

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CRAWFORD & ASSOC INC	35427	ON-CALL PLANNING SERVICES	\$8,482.50	10023100-52100	CONTRACTED SERVICES	\$1,268.75
				10023100-52100	CONTRACTED SERVICES	\$5,582.50
				Vendor Total:		\$8,482.50
CUES	503311	TX343 CABLES	\$853.03	84024421-54100	SUPPLIES	\$853.03
				Vendor Total:		\$853.03
CUMMINS PACIFIC LLC	027-27451	INSITE RENEWAL	\$453.00	20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$453.00
				Vendor Total:		\$453.00
DAPHINE HARRIS - PETTY CASH	040218	REPLENISH PETTY CASH	\$127.71	10024210-59101	FEES	\$3.00
				10013400-54700	FINES & PENALTIES	\$7.00
				10013400-54700	FINES & PENALTIES	\$7.00
				10013400-54700	FINES & PENALTIES	\$10.00
				10020210-57100	LEARNING AND DEVELOPMENT	\$20.00
				10024220-54120	PW - SPECIAL SUPPLIES	\$17.00
				10013400-54100	SUPPLIES	\$63.71
				Vendor Total:		\$127.71
DAVID KIRCH	TA 4/16-17/18	TRAVEL ADVANCE	\$95.00	20824300-57100	LEARNING AND DEVELOPMENT	\$95.00
	TA 4/17/18	TRAVEL ADVANCE	\$30.00	82024411-57100	LEARNING AND DEVELOPMENT	\$15.00
				84024425-57100	LEARNING AND DEVELOPMENT	\$15.00
				Vendor Total:		\$125.00
DEFATTE EQUIPMENT INC	15724	EQUIPMENT KEY	\$32.21	84024425-54100	SUPPLIES	\$32.21
				Vendor Total:		\$32.21
DEPT OF MOTOR VEHICLES	4MT3891	REGISTRATION VEHICLE #6113	\$10.00	10022100-56130	EXTERNAL SERVICES	\$10.00
				Vendor Total:		\$10.00
DETROIT INDUSTRIAL TOOL	558844	CAUTION TAPE	\$396.57	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.47)

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DETROIT INDUSTRIAL TOOL	558844	CAUTION TAPE	\$396.57	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.85)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.85)
				84024421-54100	SUPPLIES	\$4.17
				84024421-54100	SUPPLIES	\$396.57
				Vendor Total:		\$396.57
DONALD KNIGHT	019682	SIGNAGE AS NEEDED	\$901.95	10022100-54100	SUPPLIES	\$901.95
				Vendor Total:		\$901.95
E&M ELECTRIC & MACHINERY, INC	317955	60HP 1190RPM MOTOR RECONDITION	\$2,646.78	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$4.24
				82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,646.78
				90000000-23028	MEASURE Y DISTRICT TAX	(\$4.24)
	317139	MOTOR RECONDITION	\$1,800.39	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,800.39
				Vendor Total:		\$4,447.17
ECONOMIC DEVELOPMENT & FINANCING CORPORATION	270	ECONOMIC DEVELOPMENT PROGRAM S	\$12,000.00	10017100-52100	CONTRACTED SERVICES	\$12,000.00
				Vendor Total:		\$12,000.00
EDDIE'S COCINA	489659	CATERING SERVICE	\$345.70	73022600-54100	SUPPLIES	\$345.70
				Vendor Total:		\$345.70
EUREKA OXYGEN CO	U 153676	EQUIPMENT MAINTENANCE	\$15.03	84024421-54100	SUPPLIES	\$15.03
				Vendor Total:		\$15.03
FASTENAL	CAUKA30127	MISC SUPPLIES AS NEEDED	\$21.78	10024220-54120	PW - SPECIAL SUPPLIES	\$21.78
	CAUKA30189	MISC SUPPLIES AS NEEDED	\$60.23	10024220-54120	PW - SPECIAL SUPPLIES	\$60.23
	Vendor Total:		\$82.01			
FIRST ALARM	384975	ALARM MONITORING	\$166.86	10020210-52180	SECURITY SERVICES	\$120.51
				20822500-52180	SECURITY SERVICES	\$46.35
				Vendor Total:		\$166.86
FRED PRYOR SEMINARS	4992783	REGISTRATION: CANDICE RASMASON	\$199.00	10013400-57100	LEARNING AND DEVELOPMENT	\$199.00

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRED PRYOR SEMINARS	4992784	REGISTRATION: SARAH BROWN	\$199.00	10013400-57100	LEARNING AND DEVELOPMENT	\$199.00
					Vendor Total:	\$398.00
FUN EXPRESS LLC	689175319-0	DAY CAMP TOYS	\$688.69	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.86)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.45)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.45)
				90000000-23013	STATE USE TAX LIABILITY	(\$49.93)
				10022840-54100	SUPPLIES	\$57.69
				10022840-54100	SUPPLIES	\$688.69
					Vendor Total:	\$688.69
GENERAL SERVICES AGENCY	APR 18	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
					Vendor Total:	\$50.00
GINA S WEAVER	DV 033018	INSTRUCTOR	\$122.50	10022850-52100	CONTRACTED SERVICES	\$122.50
					Vendor Total:	\$122.50
GREGORY T NELSON	DV 032718	SEWER LATERAL REIMBURSEMENT	\$1,322.71	84424422-52100	CONTRACTED SERVICES	\$1,322.71
					Vendor Total:	\$1,322.71
HARRIS COMPUTER SYSTEMS INC	CT037388	SEWER CHARGE REVERSAL	\$2,646.00	20513300-52100	CONTRACTED SERVICES	\$2,646.00
					Vendor Total:	\$2,646.00
HAYNEEDLE INC	32392273	RAZOR SCOOTER SHOOT-A-THON	\$1,102.48	90000000-23256	SPECIAL EVENTS TRUST	\$1,102.48
					Vendor Total:	\$1,102.48
HI-TECH EMERGENCY VEHICLE SVC INC	160176	PVG VALVE ASSEMBLY	\$351.91	91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$351.91
					Vendor Total:	\$351.91
HOME DEPOT CREDIT SERVICES	8012809	MISCELLANEOUS SUPPLIES AS NEED	\$19.16	10022100-54100	SUPPLIES	\$19.16
	7024954	MISCELLANEOUS SUPPLIES AS NEED	\$43.30	10022100-54100	SUPPLIES	\$43.30
	6032274	MISCELLANEOUS SUPPLIES AS NEED	\$30.28	82024411-54100	SUPPLIES	\$30.28

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	8032654	MISCELLANEOUS SUPPLIES AS NEED	\$74.30	82024414-54100	SUPPLIES	\$74.30
Vendor Total:						\$167.04
IDEXX DISTRIBUTION INC	3028714311	COLILERT 200 TEST PACK	\$1,013.62	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.16)
				84024425-54100	SUPPLIES	\$1.16
				84024425-54100	SUPPLIES	\$1,013.62
Vendor Total:						\$1,013.62
INGRID BOWERS	DV 032918	INSTRUCTOR	\$89.60	10022850-52100	CONTRACTED SERVICES	\$89.60
Vendor Total:						\$89.60
INTEGRITY SHRED	79811	SHREDDING SERVICES	\$28.50	10016100-52100	CONTRACTED SERVICES	\$28.50
	79863	SHREDDING SERVICES	\$57.00	20513300-52100	CONTRACTED SERVICES	\$57.00
	79746	SHREDDING SERVICES	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
Vendor Total:						\$142.50
INTERNATIONAL CODE COUNCIL	1000882820	CODE BOOKS	\$59.55	10023320-57100	LEARNING AND DEVELOPMENT	\$59.55
Vendor Total:						\$59.55
INTERSTATE BATTERIES	365746	BATTERIES	\$429.13	10020210-56130	EXTERNAL SERVICES	\$429.13
Vendor Total:						\$429.13
INTERWEST CONSULTING GROUP INC	39662	ON-CALL BUILDING & PLAN CHECK	\$19,630.63	10023320-52100	CONTRACTED SERVICES	\$19,630.63
Vendor Total:						\$19,630.63
JAMES DAY CONSTRUCTION, INC	7331	REALY AND PILOT LIGHT INTALL	\$795.00	77725200-56600	AIRFIELD MAINTENANCE & REPAIR	\$795.00
Vendor Total:						\$795.00
JUDY CHAN	APR 18	APR 18 RENT- 185 MASON ST	\$1,385.00	10022100-52600	RENT	\$1,385.00
Vendor Total:						\$1,385.00
KAREN ADAIR	83859	MUSEUM EXHIBIT POSTERS	\$85.00	31022700-80230	INFRASTRUCTURE	\$85.00
Vendor Total:						\$85.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
KEMIRA WATER SOLUTIONS INC	9017584129	LIQUID FERRIC CHLORIDE	\$9,093.33	84024425-58202	CHEMICALS	\$9,093.33
Vendor Total:						\$9,093.33
KEVIN PIERACHINI	TA 4/17/18	TRAVEL ADVANCE	\$30.00	82024411-57100	LEARNING AND DEVELOPMENT	\$15.00
				84024425-57100	LEARNING AND DEVELOPMENT	\$15.00
Vendor Total:						\$30.00
KIMBALL MIDWEST	6230460	SUPPLIES AS NEEDED	\$182.15	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$182.15
Vendor Total:						\$182.15
LEGAL SHIELD	38295 APR 18	PRE PAID LEGAL SERVICE	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
Vendor Total:						\$51.80
MARK CLEMENTI PHD	03-15-18	PRE EMPLOYMENT EVALUATION	\$685.00	10020210-52100	CONTRACTED SERVICES	\$685.00
Vendor Total:						\$685.00
MARTIN'S ELECTRIC MOTOR SERVICE	22455	PARTS AS NEEDED	\$894.06	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$894.06
Vendor Total:						\$894.06
MARY WILLIAMSON	DV 032618	REIMBURSEMENT FUEL	\$46.01	20822500-56210	FUEL & FLUIDS	\$46.01
	TA 4/16-17/18	TRAVEL ADVANCE	\$95.00	20413500-57100	LEARNING AND DEVELOPMENT	\$95.00
Vendor Total:						\$141.01
MENDOCINO ANIMAL HOSPITAL	183275	VETERINARY SERVICES	\$445.52	10020217-52100	CONTRACTED SERVICES	\$445.52
Vendor Total:						\$445.52
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH34525	PERMIT# PL016	\$270.00	10022300-54100	SUPPLIES	\$270.00
Vendor Total:						\$270.00
MENDOCINO COUNTY TAX COLLECTOR	51261.2	17/18 PROPERTY TAX	\$105.37	10022100-59100	PROPERTY TAXES PAID	\$105.37
	51264.2	17/18 PROPERTY TAX	\$579.50	10022100-59100	PROPERTY TAXES PAID	\$579.50
	1718 57400.2	17/18 PROPERTY TAX	\$316.65	70024500-59100	PROPERTY TAXES PAID	\$316.65
	57229.2	17/18 PROPERTY TAX	\$805.15	70024500-59100	PROPERTY TAXES PAID	\$805.15

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDOCINO COUNTY TAX COLLECTOR	4138.2	17/18 PROPERTY TAX	\$571.28	77725200-59100	PROPERTY TAXES PAID	\$571.28
	59457.2	17/18 PROPERTY TAX	\$882.30	84024425-59100	PROPERTY TAXES PAID	\$882.30
	59453.2	17/18 PROPERTY TAX	\$2,035.19	84024425-59100	PROPERTY TAXES PAID	\$2,035.19
	59519.2	17/18 PROPERTY TAX	\$2,257.78	84024425-59100	PROPERTY TAXES PAID	\$2,257.78
Vendor Total:						\$7,553.22
MICHAEL CANNON	119395-2	ELECTRIC/PV REIMBURSEMENT	\$463.10	90100000-10421	UTILITY RECEIVABLES CLEARING	\$463.10
	Vendor Total:					\$463.10
MICHELLE WHYBURN	TA 4/16-18/18	TRAVEL ADVANCE	\$95.00	82024411-57100	LEARNING AND DEVELOPMENT	\$95.00
	Vendor Total:					\$95.00
MOIRS	143564	MISCELLANEOUS POOL SUPPLIES AS	\$414.95	82024411-58202	CHEMICALS	\$414.95
	143498	MISCELLANEOUS POOL SUPPLIES AS	\$466.82	82024411-58202	CHEMICALS	\$466.82
	Vendor Total:					\$881.77
MUNI SERVICES LLC	INV06-002194	SALES TAX AUDIT REPORTING SERV	\$85.48	10013400-52100	CONTRACTED SERVICES	\$85.48
	INV06-002193	SALES TAX AUDIT REPORTING SERV	\$722.67	10013400-52100	CONTRACTED SERVICES	\$722.67
	Vendor Total:					\$808.15
NANCY SKELLY	DV032918	INSTRUCTOR	\$1,080.00	10022850-52100	CONTRACTED SERVICES	\$1,080.00
	Vendor Total:					\$1,080.00
NATIONAL METER & AUTOMATION	S1096703.001	WATER METERS	\$6,084.84	82000000-12104	INVENTORY - PURCHASES	\$6,084.84
	Vendor Total:					\$6,084.84
NEW PIG CORPORATION	22429442-00	HAZARDOUS WASTE SHIPPING LABELS	\$86.91	77725200-56300	BUILDING MAINT. & REPAIR	\$6.21
				77725200-56300	BUILDING MAINT. & REPAIR	\$86.91
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.10)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.37)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.37)
				90000000-23013	STATE USE TAX LIABILITY	(\$5.37)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
NEW PIG CORPORATION	4800796-00	OVERPACK SALVAGE DRUM	\$290.44	77725200-56300	BUILDING MAINT. & REPAIR	\$16.42
				77725200-56300	BUILDING MAINT. & REPAIR	\$290.44
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.25)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.98)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.98)
				90000000-23013	STATE USE TAX LIABILITY	(\$14.21)
	22429443-00	HAZARDOUS SUPPLIES	\$383.54	77725200-56300	BUILDING MAINT. & REPAIR	\$29.56
				77725200-56300	BUILDING MAINT. & REPAIR	\$383.54
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.44)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.77)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.77)
				90000000-23013	STATE USE TAX LIABILITY	(\$25.58)
Vendor Total:					\$760.89	
ONE TIME PAY VENDOR	7528	REFUND - PERMIT #7528 STOUT'S HEATING & AIR	\$156.51	10023300-42260	PERMIT REINSTATEMENT FEES	\$156.51
	73473-1	UTILITY REFUND - NITA WAGNER	\$34.02	90100000-10421	UTILITY RECEIVABLES CLEARING	\$34.02
	118951-3	UTILITY REFUND - SELZER REALTY C/O STEVE LEANARDO	\$88.91	90100000-10421	UTILITY RECEIVABLES CLEARING	\$88.91
	114017-7	UTILITY REFUND - JUSTIN HASTINGS	\$162.52	90100000-10421	UTILITY RECEIVABLES CLEARING	\$162.52
Vendor Total:					\$441.96	
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 MAR 18	MAR 18 HEALTH INSURANCE	\$1,687.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,687.00
Vendor Total:					\$1,687.00	
OREGON JOINT USE ASSOCIATION	18-231	REGISTRATION - SCOTT BOZZOLI	\$649.00	80026400-57100	LEARNING AND DEVELOPMENT	\$649.00
Vendor Total:					\$649.00	
OVERHEAD DOOR COMPANY OF SANTA ROSA	45151	INSULATED GARAGE DOOR	\$2,395.00	30200000-52100	CONTRACTED SERVICES	\$2,395.00
Vendor Total:					\$2,395.00	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OWEN EQUIPMENT COMPANY	00041668	8" HOSE END WELD	\$245.75	84024421-56130	EXTERNAL SERVICES	\$245.75
Vendor Total:						\$245.75
PACE SUPPLY CORPORATION	024458687	PVC PIPE	\$8.33	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$8.33
	024461456	SELF SEAL INSULATION	\$177.02	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$177.02
	024460551	PARTS AS NEEDED FOR STOCK	\$47.77	82024414-54100	SUPPLIES	\$47.77
	024468040	MANHOLE HOOK/RATCHETING CUTTER	\$336.29	82024414-54100	SUPPLIES	\$336.29
Vendor Total:						\$569.41
PERKOWSKI SCREEN PRINT	15611	EMBROIDERY SERVICES	\$390.15	80026110-54100	SUPPLIES	\$390.15
Vendor Total:						\$390.15
PETERSON CAT	SW270045549	SERVICE CITY HALL GENERATOR	\$368.45	20822500-56130	EXTERNAL SERVICES	\$368.45
	SW270045541	SERVICE ON WTP GENERATORS	\$526.07	82024411-56130	EXTERNAL SERVICES	\$526.07
	SW270045550	REMOVE & INSTALL FUEL FILTER AT WWTP	\$1,037.53	84024425-56130	EXTERNAL SERVICES	\$1,037.53
	G0353601	CATERPILLAR MODEL 242D SKID ST	\$62,269.96	10024220-80100	MACHINERY & EQUIPMENT	\$20,756.66
				82024414-80100	MACHINERY & EQUIPMENT	\$20,756.65
				84024421-80100	MACHINERY & EQUIPMENT	\$20,756.65
Vendor Total:						\$64,202.01
PFM ASSET MANAGEMENT LLC	86044	FINANCIAL ADVISORY SERVICES	\$3,784.16	10015100-52100	CONTRACTED SERVICES	\$3,784.16
Vendor Total:						\$3,784.16
PG&E CO	DV032918	SURVEYING OF PG&E POWER LINES	\$11,110.00	70024500-52100	CONTRACTED SERVICES	\$11,110.00
Vendor Total:						\$11,110.00
PITNEY BOWES INC	1006762286	POSTAGE MACHINE LEASE & SUPPLI	\$146.31	73022600-52100	CONTRACTED SERVICES	\$146.31
Vendor Total:						\$146.31
POLYDYNE INC	1222522	LIQ POLYMER ALKYLAMINE	\$1,869.47	84024425-58202	CHEMICALS	\$1,869.47
Vendor Total:						\$1,869.47
POWER INDUSTRIES INC	752600	GE FAN MOTOR	\$702.27	20324100-56300	BUILDING MAINT. & REPAIR	\$702.27

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
POWER INDUSTRIES INC	752324	RETURN SUPPLIES	(\$258.94)	90000000-23237	DISTRICT USE TAX-MEASURE S	\$1.11
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$21.46)
				90000000-23028	MEASURE Y DISTRICT TAX	\$1.11
				84024425-54100	SUPPLIES	(\$237.48)
				84024425-54100	SUPPLIES	(\$2.22)
	752091	PARTS AS NEEDED FOR GARAGE	\$13.15	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$13.15
	752819	PARTS AS NEEDED FOR WWTP	\$2.03	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.03
	752653	HVS-100 SILICONE	\$13.24	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$13.24
	752265	50FT ELECTRIC REEL	\$584.29	20824300-56130	EXTERNAL SERVICES	\$584.29
	Vendor Total:					\$1,056.04
PR DIAMOND PRODUCTS INC	0048166-IN	SAW BLADES	\$1,144.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.43)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.72)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$5.72)
				90000000-23013	STATE USE TAX LIABILITY	(\$82.94)
				84024421-54100	SUPPLIES	\$95.81
				84024421-54100	SUPPLIES	\$1,144.00
				Vendor Total:		
PROGLASS INC	2018068	SWITCHGEAR BOX PAD	\$5,988.13	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$6.39)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$25.53)
				80000000-12104	INVENTORY - PURCHASES	\$427.57
				80000000-12104	INVENTORY - PURCHASES	\$5,988.13
				90000000-23028	MEASURE Y DISTRICT TAX	(\$25.53)
				90000000-23013	STATE USE TAX LIABILITY	(\$370.12)
				Vendor Total:		
REDWOOD COAST FUELS	1920183	CARDLOCK FUEL PURCHASES	\$100.19	84024425-56210	FUEL & FLUIDS	\$100.19

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1917386	CARDLOCK FUEL PURCHASES	\$717.43	20324100-58410	GARAGE LUBRICANTS & PARTS	\$717.43
					Vendor Total:	\$817.62
REDWOOD EMPIRE AIKIKAI	DV032918	INSTRUCTOR	\$312.00	10022850-52100	CONTRACTED SERVICES	\$312.00
					Vendor Total:	\$312.00
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	18-04 HEALTHCOMP	APR 18 REMIF INSURANCE PREMIUMS	\$227,627.80	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$527.80
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,479.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$19,176.00
				20700000-20520	P/R DEDUCT.-MEDICAL INS	\$188,631.00
				20700000-20510	REMIF DENTAL	\$13,902.00
				20700000-20511	REMIF VISION	\$2,912.00
					Vendor Total:	\$227,627.80
REXEL USA INC	P998489	MISC ELECTRICAL SUPPLIES AS NE	\$58.63	82024411-56300	BUILDING MAINT. & REPAIR	\$58.63
	P943305	MISC ELECTRICAL SUPPLIES AS NE	\$159.77	82024411-56300	BUILDING MAINT. & REPAIR	\$159.77
	R002027	MISC ELECTRICAL SUPPLIES AS NE	\$175.88	82024411-56300	BUILDING MAINT. & REPAIR	\$175.88
	P984263	MISC ELECTRICAL SUPPLIES AS NE	\$137.44	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$137.44
	P943477	MISC ELECTRICAL SUPPLIES AS NE	\$34.95	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$34.95
	933311	MISC ELECTRICAL SUPPLIES AS NE	\$30.39	20324100-54102	SMALL TOOLS	\$30.39
	P946819	MISC ELECTRICAL SUPPLIES AS NE	\$43.23	82024411-54100	SUPPLIES	\$43.23
	P974173	MISC ELECTRICAL SUPPLIES AS NE	\$239.66	82024411-54100	SUPPLIES	\$239.66
	P992808	MISC ELECTRICAL SUPPLIES AS NE	\$364.05	82024411-54100	SUPPLIES	\$364.05
	P980436	MISC ELECTRICAL SUPPLIES AS NE	\$6.02	84024421-54100	SUPPLIES	\$6.02
	P973473	MISC ELECTRICAL SUPPLIES AS NE	\$57.22	84024421-54100	SUPPLIES	\$57.22
					Vendor Total:	\$1,307.24

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RICHARD ANDERSON	2018-0326-1	AGREEMENT FOR PROF.SVC'S FOR W	\$1,700.00	20913900-52100	CONTRACTED SERVICES	\$1,700.00
					Vendor Total:	\$1,700.00
RICKEY DEAN	TR 3/8-10/18	TRAVEL REIMBURSEMENT	\$45.00	10021210-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
RINO PACIFIC	CL22307	FUEL AS NEEDED	\$68.43	82024414-56210	FUEL & FLUIDS	\$36.96
				84024421-56210	FUEL & FLUIDS	\$31.47
	CL22201	FUEL AS NEEDED	\$431.05	82024414-56210	FUEL & FLUIDS	\$232.77
				84024421-56210	FUEL & FLUIDS	\$198.28
					Vendor Total:	\$499.48
RONALD ROYSUM	UKIAK 1702	REGISTRATION - R. DEAN, R. NELSON, B. KATER	\$2,100.00	10021210-57100	LEARNING AND DEVELOPMENT	\$2,100.00
					Vendor Total:	\$2,100.00
RR DONNELLEY	138611150	THREE PART CORRECTION NOTICE	\$663.21	10023320-54100	SUPPLIES	\$663.21
					Vendor Total:	\$663.21
RYAN KRIKEN	TA 4/17/18	TRAVEL ADVANCE	\$30.00	82024411-57100	LEARNING AND DEVELOPMENT	\$15.00
				84024425-57100	LEARNING AND DEVELOPMENT	\$15.00
					Vendor Total:	\$30.00
RYAN NELSON	TR 3/8-10/18	TRAVEL REIMBURSEMENT	\$45.00	10021210-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
SAFEWAY INC	STMT MAR 18	MISCELLANEOUS PURCHASES AS REQ	\$361.65	10016100-54167	EMPLOYEE DEVELOPMENT	\$79.70
				73022600-54100	SUPPLIES	\$7.81
				73022600-54100	SUPPLIES	\$14.98
				73022600-54100	SUPPLIES	\$33.40
				73022600-54100	SUPPLIES	\$43.12
				73022600-54100	SUPPLIES	\$66.86
				82024411-54100	SUPPLIES	\$115.78
					Vendor Total:	\$361.65

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	Allocation Detail	
SARAH BROWN	TA 4/18/18	TRAVEL ADVANCE	\$30.00	10013400-57100	LEARNING AND DEVELOPMENT	\$30.00
					Vendor Total:	\$30.00
SEAN WHITE	TR 3/24-27/18	TRAVEL REIMBURSEMENT	\$75.00	83024430-57100	LEARNING AND DEVELOPMENT	\$75.00
					Vendor Total:	\$75.00
SHARON A GOWAN	02804012	ADVERTISING	\$280.00	10016100-54162	ADVERTISING	\$280.00
					Vendor Total:	\$280.00
SNAP-ON INDUSTRIAL	ARV/35625837	TOOLS FOR SERVICE TRUCK #2625	\$438.29	20324100-54102	SMALL TOOLS	\$438.29
					Vendor Total:	\$438.29
SONOMA COUNTY REGIONAL PARKS	DV031318	REGISTRATION - R GIBSON, C GOWAN, J THOMSEN	\$225.00	10022100-57100	LEARNING AND DEVELOPMENT	\$225.00
					Vendor Total:	\$225.00
SOUTHWIRE C/O YOUNG & COMPANY	91990854	ELECTRICAL CABLES AND WIRES (N	\$1,243.39	80000000-12104	INVENTORY - PURCHASES	\$1,243.39
					Vendor Total:	\$1,243.39
STAPLES CREDIT PLAN	1869835471A	OFFICE SUPPLIES, MISC AS NEEDED	\$126.11	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$126.11
	77488	OFFICE SUPPLIES, MISC AS NEEDED	\$86.69	10024220-54120	PW - SPECIAL SUPPLIES	\$86.69
	83937	PRINTER	\$137.93	10012200-54100	SUPPLIES	\$137.93
	32590	OFFICE SUPPLIES, MISC AS NEEDED	\$43.34	10023320-54100	SUPPLIES	\$43.34
	80508	TONER	\$174.47	20913900-54100	SUPPLIES	\$174.47
	79041	OFFICE SUPPLIES, MISC AS NEEDED	\$17.32	73022600-54100	SUPPLIES	\$17.32
	2038230941	EPSON PRO WIRELESS PRINTER	\$791.13	73022600-54100	SUPPLIES	\$791.13
	84012	AIRPORT OFFICE SUPPLIES	\$30.95	77725200-54100	SUPPLIES	\$30.95
	77776	AIRPORT OFFICE SUPPLIES	\$165.10	77725200-54100	SUPPLIES	\$165.10
	79065	OFFICE SUPPLIES, MISC AS NEEDED	\$35.53	82024411-54100	SUPPLIES	\$35.53
	83052	WTP OFFICE SUPPLIES	\$217.25	82024411-54100	SUPPLIES	\$217.25

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	35396	OFFICE SUPPLIES, MISC AS NEEDED	\$68.11	82024414-54100	SUPPLIES	\$68.11
	81375	OFFICE SUPPLIES, MISC AS NEEDED	\$81.27	82024414-54100	SUPPLIES	\$81.27
	Vendor Total:					\$1,975.20
STEPHANIE ABBA	TR 3/13-16/18	TRAVEL REIMBURSEMENT	\$254.55	10021210-57100	LEARNING AND DEVELOPMENT	\$127.27
				91521400-57100	LEARNING AND DEVELOPMENT	\$127.28
	Vendor Total:					\$254.55
SYDNEY DEARBORN	20180402	REIMBURSEMENT FOR MEDICAL INSURANCE	\$1,669.16	91500000-20561	ACCRUED SICK	\$1,669.16
					Vendor Total:	
THE COFFEE CRITIC INC	10599	MISC COFFEE SUPPLIES AS NEEDED	\$45.00	73022600-54100	SUPPLIES	\$45.00
					Vendor Total:	
TIFFANY BREECE	TA 4/16/18	TRAVEL ADVANCE	\$15.00	10020210-57100	LEARNING AND DEVELOPMENT	\$15.00
					Vendor Total:	
TIM SANTO	TA 4/16-17/18	TRAVEL ADVANCE	\$95.00	80026110-57100	LEARNING AND DEVELOPMENT	\$95.00
					Vendor Total:	
TIMOTHY SCOTT POMA	DV032918	INSTRUCTOR	\$48.00	10022850-52100	CONTRACTED SERVICES	\$48.00
					Vendor Total:	
TRIPLE S CAMERA SHOP	112319	8GB SD CARD	\$32.46	69122700-54100	SUPPLIES	\$32.46
					Vendor Total:	
TUFTS POLYGRAPH & INVESTIGATION	2018-405(A)	POLYGRAPH & INVESTIGATION SERVICES	\$700.00	10020210-52100	CONTRACTED SERVICES	\$700.00
					Vendor Total:	
UKIAH PAPER SUPPLY	I481657	JANITORIAL SUPPLIES, MISC AS N	\$90.90	10022100-54100	SUPPLIES	\$90.90
	I481920	JANITORIAL SUPPLIES, MISC AS N	\$127.07	20822500-54100	SUPPLIES	\$127.07
	I482135	JANITORIAL SUPPLIES, MISC AS N	\$75.75	20824300-54100	SUPPLIES	\$75.75
	I482057	JANITORIAL SUPPLIES, MISC AS N	\$81.93	20824300-54100	SUPPLIES	\$81.93
	482204	JANITORIAL SUPPLIES, MISC AS N	\$108.24	73022600-54100	SUPPLIES	\$108.24

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	481622	JANITORIAL SUPPLIES, MISC AS N	\$148.93	73022600-54100	SUPPLIES	\$148.93
	I481812	JANITORIAL SUPPLIES, MISC AS N	\$81.42	80026400-54100	SUPPLIES	\$81.42
	I482360	JANITORIAL SUPPLIES, MISC AS N	\$136.53	80026400-54100	SUPPLIES	\$136.53
	I482352	JANITORIAL SUPPLIES, MISC AS N	\$421.48	80026400-54100	SUPPLIES	\$421.48
	I482173	JANITORIAL SUPPLIES, MISC AS N	\$62.39	84024421-54100	SUPPLIES	\$62.39
	I481944	JANITORIAL SUPPLIES, MISC AS N	\$185.52	84024421-54100	SUPPLIES	\$185.52
	482251	JANITORIAL SUPPLIES, MISC AS N	\$288.86	84024425-54100	SUPPLIES	\$288.86
Vendor Total: -----						\$1,809.02
UKIAH ROD AND GUN CLUB	DV032918	INSTRUCTOR	\$128.00	10022850-52100	CONTRACTED SERVICES	\$128.00
					Vendor Total: -----	
UKIAH TROPHIES & GIFTS	944064	ENGRAVING SERVICES	\$141.32	90000000-23212	ADOPT-A-TREE PROGRAM	\$141.32
	944021	ENGRAVING SERVICES	\$49.85	84024425-54100	SUPPLIES	\$49.85
	Vendor Total: -----					
UNIVAR USA INC	SJ870110	LIQUID SODIUM HYPOCHLORITE 12.	\$3,544.40	84024425-58202	CHEMICALS	\$3,544.40
					Vendor Total: -----	
USA BLUEBOOK	512022	KASCO CIRCULATOR/DE-ICER	\$706.08	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$706.08
					Vendor Total: -----	
VERIZON WIRELESS	9803839062	DATA & EMERGENCY LOANER PHONES	\$1,657.70	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	\$490.95

List of Checks Presented for Approval on 4/6/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VERIZON WIRELESS	9803839062	DATA & EMERGENCY LOANER PHONES	\$1,657.70	70024500-55100	TELEPHONE	\$28.51
				77725200-55100	TELEPHONE	\$38.01
				80026210-55100	TELEPHONE	\$39.43
				80026400-55100	TELEPHONE	\$152.04
				82024410-55100	TELEPHONE	\$110.86
				82024411-55100	TELEPHONE	\$76.02
				82024414-55100	TELEPHONE	\$37.92
				84024420-55100	TELEPHONE	\$72.85
				84024421-55100	TELEPHONE	\$37.92
				84024421-55100	TELEPHONE	\$114.03
Vendor Total:					\$1,657.70	
WALMART COMMUNITY	06021	CLEANING SUPPLIES - HASTINGS	\$39.76	80100000-80230	INFRASTRUCTURE	\$39.76
	08749	FIRST AID SUPPLIES	\$39.23	82024411-54100	SUPPLIES	\$39.23
	06252	ALUMINUM FOIL	\$9.61	84024425-54100	SUPPLIES	\$9.61
Vendor Total:					\$88.60	
WAYNE ARNOLD	DV032718	REIMBURSEMENT SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
Vendor Total:					\$2,000.00	
WELLS FARGO BANK NA	1535330	COPY FEES FOR UVSD LITIGATION	\$750.00	10013400-52100	CONTRACTED SERVICES	\$750.00
Vendor Total:					\$750.00	
WILLOW COUNTY WATER DIST	40351 MAR 18	WATER SERVICES	\$20.00	31122870-55210	UTILITIES	\$20.00
	40353 MAR 18	WATER SERVICES	\$33.22	31122870-55210	UTILITIES	\$33.22
	81154 MAR 18	WATER SERVICES	\$27.80	84024425-55210	UTILITIES	\$27.80
Vendor Total:					\$81.02	
ZUMAR INDUSTRIES INC	0175512	QUICK RELEASE SPRING	\$448.01	10024220-54120	PW - SPECIAL SUPPLIES	\$448.01
Vendor Total:					\$448.01	
INVOICE TOTAL:						\$478,582.95

List of Checks Presented for Approval on 4/13/2018

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

 5-8-18 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALICE HIGINBOTHAM RYAN	DV040218	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
Vendor Total:						\$2,000.00
ALONZO FRIAS	TA 4/17/18	TRAVEL ADVANCE	\$30.00	82024411-57100	LEARNING AND DEVELOPMENT	\$30.00
Vendor Total:						\$30.00
ALSCO-AMERICAN LINEN DIVISION	LSRO1053040	LAUNDRY SERVICE	\$262.04	20324100-52100	CONTRACTED SERVICES	\$262.04
	LSRO1055960	LAUNDRY SERVICE	\$262.04	20324100-52100	CONTRACTED SERVICES	\$262.04
Vendor Total:						\$524.08
AMAZON CAPITAL SERVICES	1CGN-XHJY-C994	FIRST AID ICE PACKS	\$52.11	90000000-23256	SPECIAL EVENTS TRUST	\$52.11
	1CGN-XHJY-397M	BEATS PORTABLE SPEAKER	\$123.54	90000000-23256	SPECIAL EVENTS TRUST	\$123.54
Vendor Total:						\$175.65
AMERICAN MESSAGING SERVICES LLC	W4200555SD	ON CALL PAGER SERVICE	\$171.52	20913900-54100	SUPPLIES	\$171.52
Vendor Total:						\$171.52
ANDREW SNYDER	SEL 041218	SAFETY EQUIPMENT LOAN - GLOCK HANDGUN	\$625.00	10500000-10520	LOANS RECEIVABLE	\$625.00
Vendor Total:						\$625.00
AT&T	000011136703	T1 TO INTERNET FOR DOJ/CLETS	\$302.14	10020210-55100	TELEPHONE	\$151.07
				20620231-55100	TELEPHONE	\$151.07
	9678 APR 18	INTERNET SERVICES	\$75.00	77725200-55100	TELEPHONE	\$75.00
Vendor Total:						\$377.14
CA DEPT OF FISH & WILDLIFE	DV040618	ADDITIONAL PERMIT FEES FOR CDFW FOR RECYCLED WATER	\$2,442.75	83024430-52100	CONTRACTED SERVICES	\$2,442.75
Vendor Total:						\$2,442.75
CALIFORNIA DEPARTMENT OF TRANSPORTATION	DV040318	PURCHASE & INSTALLATION OF DIRECTIONAL SIGNAGE	\$7,134.00	10012200-52100	CONTRACTED SERVICES	\$7,134.00
Vendor Total:						\$7,134.00

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
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
CHROMAGRAPHICS	63626	BUSINESS CARDS - CHIEF D GREBIL	\$75.77	10021210-54100	SUPPLIES	\$37.89
				91521400-54100	SUPPLIES	\$37.88
				Vendor Total:		\$75.77
CITY OF HEALDSBURG	DV032918	FEES - DISCHARGE CHARACTERIZATION SPECIAL STUDY	\$13,393.75	10024224-59101	FEES	\$13,393.75
				Vendor Total:		\$13,393.75
CLARK PEST CONTROL	21491871	PEST CONTROL SVCS	\$92.00	80026210-52100	CONTRACTED SERVICES	\$92.00
				Vendor Total:		\$92.00
CRAIG SCHLATTER	TR 3/14-16/18	TRAVEL REIMBURSEMENT	\$60.00	10023100-57100	LEARNING AND DEVELOPMENT	\$60.00
				Vendor Total:		\$60.00
DAVID KIRCH	TA 4/16-17/18	TRAVEL ADVANCE	\$95.00	20824300-57100	LEARNING AND DEVELOPMENT	\$95.00
				Vendor Total:		\$95.00
DAVID RAPPORT	6853	LEGAL SERVICES FOR FY 17/18	\$36,248.18	84424422-52100	CONTRACTED SERVICES	\$21,064.65
				10014000-52150	LEGAL SERVICES/EXPENSES	\$75.14
				10014000-52150	LEGAL SERVICES/EXPENSES	\$11,701.71
				20414000-52150	LEGAL SERVICES/EXPENSES	\$806.69
				77714000-52150	LEGAL SERVICES/EXPENSES	\$451.31
				80014000-52150	LEGAL SERVICES/EXPENSES	\$283.34
				82014000-52150	LEGAL SERVICES/EXPENSES	\$864.16

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail	
DAVID RAPPORT	6853	LEGAL SERVICES FOR FY 17/18	\$36,248.18	83024430-52150	LEGAL SERVICES/EXPENSES \$232.06
				84014000-52150	LEGAL SERVICES/EXPENSES \$59.67
				94024423-52150	LEGAL SERVICES/EXPENSES \$709.45
				Vendor Total: \$36,248.18	
DEEP VALLEY SECURITY	328324	SECURITY SYSTEM MONITORING	\$8.67	10022100-52180	SECURITY SERVICES \$8.67
				Vendor Total: \$8.67	
DELL MARKETING LP	10230430530	COMPUTER WORKSTATION	\$2,181.30	10023320-54330	COMPUTER AND TECHNOLOGY \$2,181.30
				Vendor Total: \$2,181.30	
ELLIES MUTT HUT	1065-48841	PAYROLL WORKING LUNCH	\$28.90	10013400-57100	LEARNING AND DEVELOPMENT \$28.90
	613893	EUD LUNCH MEETING	\$65.65	80026400-54100	SUPPLIES \$65.65
				Vendor Total: \$94.55	
ERICA RAMIREZ	TA 4/21-26/18	TRAVEL ADVANCE	\$150.00	10016100-57100	LEARNING AND DEVELOPMENT \$150.00
				Vendor Total: \$150.00	
FORD STREET PROJECT	DV040618	COMMUNITY BASED TRANSITIONAL HOUSING GRANT	\$600,000.00	90000000-23072	FORD STREET PASS THRU \$600,000.00
				Vendor Total: \$600,000.00	
FREIGHTQUOTE. COM INC	6076782362	SHIPPING CHARGES	\$218.75	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR \$218.75
	6076141896	FREIGHT FOR AWT PUMP	\$1,075.00	84024425-80100	MACHINERY & EQUIPMENT \$1,075.00
				Vendor Total: \$1,293.75	
GCR TIRES & SERVICES	851-41194	TIRES, TUBES, REPAIRS & LABOR	\$62.00	10020210-56130	EXTERNAL SERVICES \$62.00
	851-41355	TIRES, TUBES, REPAIRS & LABOR	\$79.08	10020210-56130	EXTERNAL SERVICES \$79.08
	851-41354	TIRES, TUBES, REPAIRS & LABOR	\$156.67	10020210-56130	EXTERNAL SERVICES \$156.67
	851-41363	TIRES, TUBES, REPAIRS & LABOR	\$284.48	10020210-56130	EXTERNAL SERVICES \$284.48
	851-41252	TIRES, TUBES, REPAIRS & LABOR	\$727.13	10020210-56130	EXTERNAL SERVICES \$727.13
	851-41272	TIRES, TUBES, REPAIRS & LABOR	\$840.15	10024220-56130	EXTERNAL SERVICES \$280.05

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GCR TIRES & SERVICES	851-41272	TIRES, TUBES, REPAIRS & LABOR	\$840.15	82024414-56130	EXTERNAL SERVICES	\$280.05
				84024421-56130	EXTERNAL SERVICES	\$280.05
	851-41399	TIRES, TUBES, REPAIRS & LABOR	\$688.00	80026400-56130	EXTERNAL SERVICES	\$688.00
	851-41175	TIRES, TUBES, REPAIRS & LABOR	\$646.51	84024425-56130	EXTERNAL SERVICES	\$646.51
Vendor Total:						\$3,484.02
GEARY, SHEA, O'DONNELL, GRATTAN, & MITCHELL	43948	TRIAL COUNSEL IN UVSD VS. COU	\$63,614.36	84424422-52100	CONTRACTED SERVICES	\$63,614.36
	Vendor Total:					\$63,614.36
GINA GRECO	DV040318	INSTRUCTOR	\$1,557.50	10022850-52100	CONTRACTED SERVICES	\$1,557.50
	Vendor Total:					\$1,557.50
IAN BROESKE	TA 4/23 - 4/27/18	TRAVEL ADVANCE - I BROESKE	\$740.65	10021210-57100	LEARNING AND DEVELOPMENT	\$740.65
	Vendor Total:					\$740.65
JENNIFER COURSEY	1522	PERFORMANCE AND SERVICE REVIEW	\$800.00	63020210-52100	CONTRACTED SERVICES	\$800.00
	Vendor Total:					\$800.00
JULIE WEBB	TR 3/14 - 3/16/18	TRAVEL REIMBURSEMENT	\$16.70	10022810-57100	LEARNING AND DEVELOPMENT	\$16.70
	Vendor Total:					\$16.70
KELLY-MOORE PAINT COMPANY INC	910-00000279460	MISCELLANEOUS PURCHASES AS REQ	\$43.96	82024411-56300	BUILDING MAINT. & REPAIR	\$43.96
	910-00000279347	MISCELLANEOUS PURCHASES AS REQ	\$50.50	82024411-56300	BUILDING MAINT. & REPAIR	\$50.50
	910-00000279181	MISCELLANEOUS PURCHASES AS REQ	\$222.18	82024411-56300	BUILDING MAINT. & REPAIR	\$222.18
	Vendor Total:					\$316.64
KIPPI CUMMINS	TA 4/21 - 4/26/18	TRAVEL ADVANCE - K CUMMINS	\$1,776.56	10013400-57100	LEARNING AND DEVELOPMENT	\$1,776.56
	Vendor Total:					\$1,776.56
LIFE ASSIST	846871	EMS SUPPLIES	\$1,024.67	10021210-54100	SUPPLIES	\$512.33
				91521400-54100	SUPPLIES	\$512.34
	Vendor Total:					\$1,024.67
LINCOLN AQUATICS	EW006939	EMERGENCY SHUT OFF VALVE AND FILTER BAG	\$642.70	10022300-54106	SPECIALTY SUPPLIES	\$642.70
	Vendor Total:					\$642.70

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LORA SMITH	TA 4/18/18	TRAVEL ADVANCE	\$30.00	10013400-57100	LEARNING AND DEVELOPMENT	\$30.00
					Vendor Total:	\$30.00
MARY WILLIAMSON	TR 3/20 - 3/23/18	TRAVEL REIMBURSEMENT	\$1,283.09	20413500-57100	LEARNING AND DEVELOPMENT	\$1,283.09
					Vendor Total:	\$1,283.09
MATHESON TRI-GAS INC	17347853	OXYGEN & MISCELLANEOUS AS NEED	\$50.95	80026210-54100	SUPPLIES	\$50.95
	17310624	OXYGEN & MISCELLANEOUS AS NEED	\$64.02	80026210-54100	SUPPLIES	\$64.02
					Vendor Total:	\$114.97
MATT ANLIKER	TA 4/17/18	TRAVEL ADVANCE	\$30.00	84024420-57100	LEARNING AND DEVELOPMENT	\$30.00
					Vendor Total:	\$30.00
MEL GRANDI	TR 1/28 - 1/30/18	TRAVEL REIMBURSEMENT	\$476.10	80026400-57100	LEARNING AND DEVELOPMENT	\$476.10
	TR 3/25 - 3/27/18	TRAVEL REIMBURSEMENT	\$801.32	80026400-57100	LEARNING AND DEVELOPMENT	\$801.32
					Vendor Total:	\$1,277.42
MENDO MILL & LUMBER CO	83782/1	BULB FOR AIR TRAILER	\$2.25	10021210-54100	SUPPLIES	\$1.12
				91521400-54100	SUPPLIES	\$1.13
	84484/1	AXE HANDLE	\$14.65	10021210-54100	SUPPLIES	\$7.32
				91521400-54100	SUPPLIES	\$7.33
	85594/1	HVAC FILTERS	\$14.69	10021210-54100	SUPPLIES	\$7.34
				91521400-54100	SUPPLIES	\$7.35
	85538/1	MASON JAR - MAINTENANCE FOR 641	\$24.85	10021210-54100	SUPPLIES	\$12.42
				91521400-54100	SUPPLIES	\$12.43
	84946/1	FLOOR CLEANER AND CARPET TAPE	\$26.99	10021210-54100	SUPPLIES	\$13.49
				91521400-54100	SUPPLIES	\$13.50
	83605/1	WUI KITS AND INSULATIONF OR HOSE BIB	\$31.98	10021210-54100	SUPPLIES	\$15.99
				91521400-54100	SUPPLIES	\$15.99

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDO MILL & LUMBER CO	85667/1	WAX, PAINT FOR LADDER MAINTENANCE	\$36.14	10021210-54100	SUPPLIES	\$18.07
				91521400-54100	SUPPLIES	\$18.07
	86180/1	BATTERY AND BROOM FOR STATION	\$136.18	10021210-54100	SUPPLIES	\$68.09
				91521400-54100	SUPPLIES	\$68.09
	84157/1	VC SINKER AND SHEATHING	\$1,497.19	10021210-54100	SUPPLIES	\$748.59
				91521400-54100	SUPPLIES	\$748.60
Vendor Total:					\$1,784.92	
MENDOCINO COLLEGE	17-18-050	CUSTOMER SERVICE WORKSHOP	\$680.00	10016100-54167	EMPLOYEE DEVELOPMENT	\$680.00
				Vendor Total:		\$680.00
MENDOCINO COUNTY SOCCER ACADEMY	DV 040318	INSTRUCTOR	\$1,596.00	10022850-52100	CONTRACTED SERVICES	\$1,596.00
				Vendor Total:		\$1,596.00
NFP NATIONAL ACCOUNT SERVICES INC	18-04 NFP	APRIIL 2018 NFP INSURANCE	\$2,805.24	20700000-20523	P/R DEDUCT-LTD	\$2,487.99
				20700000-20512	REMIF LIFE	\$35.25
				20700000-20512	REMIF LIFE	\$282.00
				Vendor Total:		\$2,805.24
NORTH COAST RAILROAD AUTHORITY	DV 012318	EASEMENT AGREEMENT THREE RECYC	\$25,000.00	83024430-80230	INFRASTRUCTURE	\$25,000.00
				Vendor Total:		\$25,000.00
ONE TIME PAY VENDOR	DV033018	REIMBURSE REC CLASS	\$51.00	10022832-44915	RECREATION PROGRAM INCOME	\$51.00
	DV040518	REIMBURSE REC CLASS	\$99.00	10022850-44915	RECREATION PROGRAM INCOME	\$99.00
	0008861	REIMBURSEMENT REC CLASS: N. MCMILLEN	\$99.00	10022850-44915	RECREATION PROGRAM INCOME	\$99.00
	117113-1	UTILITY REFUND: J. MEIERDIERKS	\$27.16	90100000-10421	UTILITY RECEIVABLES CLEARING	\$27.16
	109477-0	UTILITY REFUND: V. NORVELL	\$29.74	90100000-10421	UTILITY RECEIVABLES CLEARING	\$29.74
	109166-9	UTILITY REFUND: M. HERNANDEZ	\$46.04	90100000-10421	UTILITY RECEIVABLES CLEARING	\$46.04
	114977-2	UTILITY REFUND: SWEET CHEEKS	\$56.27	90100000-10421	UTILITY RECEIVABLES CLEARING	\$56.27

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	119384-6	UTILITY REFUND: N. HERRERA	\$61.87	90100000-10421	UTILITY RECEIVABLES CLEARING	\$61.87
	112810-7	UTILITY REFUND: V. SCATURRO	\$76.48	90100000-10421	UTILITY RECEIVABLES CLEARING	\$76.48
	118887-9	UTILITY REFUND: M. RAMIREZ	\$144.87	90100000-10421	UTILITY RECEIVABLES CLEARING	\$144.87
	108177-7	UTILITY REFUND: J. BRETON	\$147.99	90100000-10421	UTILITY RECEIVABLES CLEARING	\$147.99
	116223-9	UTILITY REFUND: J. BERRY	\$152.86	90100000-10421	UTILITY RECEIVABLES CLEARING	\$152.86
	118266-6	UTILITY REFUND: WELLS FARGO	\$2,231.46	90100000-10421	UTILITY RECEIVABLES CLEARING	\$2,231.46
Vendor Total:						\$3,223.74
ONLINE INFORMATION SRVS INC	849144	UTILITY EXCHANGE REPORTING FY	\$186.60	20513300-52100	CONTRACTED SERVICES	\$186.60
	Vendor Total:					\$186.60
OPPERMAN & SON INC	1280650045	MISCELLANEOUS PARTS AS NEEDED	\$58.87	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$58.87
	1280600028	MISCELLANEOUS PARTS AS NEEDED	\$112.06	10020210-56130	EXTERNAL SERVICES	\$112.06
	1280710019	MISCELLANEOUS PARTS AS NEEDED	\$173.95	10020210-56130	EXTERNAL SERVICES	\$173.95
Vendor Total:						\$344.88
PACE SUPPLY CORPORATION	024464884	MISCELLANEOUS ITEMS AS NEEDED	\$418.60	20822500-56300	BUILDING MAINT. & REPAIR	\$418.60
	024460359	MISCELLANEOUS ITEMS AS NEEDED	\$31.16	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$31.16
	024460611	MISCELLANEOUS ITEMS AS NEEDED	\$279.96	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$279.96
	0244666664	MISCELLANEOUS ITEMS AS NEEDED	\$55.47	84024425-56130	EXTERNAL SERVICES	\$55.47
Vendor Total:						\$785.19
PETERSON TRUCKS INC	284720P	FILTER AND FLUID	\$387.09	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$0.20
				20324100-56112	EQUIPMENT PARTS FOR RESALE	\$27.25
				84024421-56130	EXTERNAL SERVICES	\$2.49
				84024421-56130	EXTERNAL SERVICES	\$359.84
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.83)

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PETERSON TRUCKS INC	284720P	FILTER AND FLUID	\$387.09	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.07)
				90000000-23231	TENNIS ASSOCIATION	(\$1.66)
				90000000-23231	TENNIS ASSOCIATION	(\$0.13)
				Vendor Total:		\$387.09
PG&E CO	7075-1 APRIL 18	GAS & ELECTRIC SERVICES	\$88.05	10022100-55210	UTILITIES	\$88.05
	0853-6 APRIL 18	GAS & ELECTRIC SERVICES	\$2,519.27	31122870-55210	UTILITIES	\$2,519.27
			Vendor Total:		\$2,607.32	
PHYSIO-CONTROL INC	118022021	EMS SUPPLIES	\$386.90	10021210-54100	SUPPLIES	\$193.45
				91521400-54100	SUPPLIES	\$193.45
	118019855	EMS SUPPLIES	\$470.35	10021210-54100	SUPPLIES	\$235.18
				91521400-54100	SUPPLIES	\$235.17
		Vendor Total:		\$857.25		
PMI	17849	DATA PLAN AND CANVASS ACCESS	\$857.00	80026200-54100	SUPPLIES	\$857.00
			Vendor Total:		\$857.00	
R EMMETT JONES	MARCH 2018	MANAGEMENT ADVISORY SERVICES	\$1,050.00	10012100-52100	CONTRACTED SERVICES	\$1,050.00
			Vendor Total:		\$1,050.00	
RAINBOW AGRICULTURAL SERVICES	5242/1	PARTS & MISC SUPPLIES AS NEEDED	\$3.42	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3.42
	5891/1	PARTS & MISC SUPPLIES AS NEEDED	\$100.55	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$100.55
	6009/1	PARTS & MISC SUPPLIES AS NEEDED	(\$47.66)	10024220-54120	PW - SPECIAL SUPPLIES	(\$47.66)
	5246/1	PARTS & MISC SUPPLIES AS NEEDED	\$28.10	10024220-54120	PW - SPECIAL SUPPLIES	\$28.10
	5512/1	POSTAGE MACHINE LEASE & SUPPLI	\$63.71	10024220-54120	PW - SPECIAL SUPPLIES	\$63.71
	6008/1	PARTS & MISC SUPPLIES AS NEEDED	\$277.29	10024220-54120	PW - SPECIAL SUPPLIES	\$277.29
	5725/1	PARTS & MISC SUPPLIES AS NEEDED	\$43.34	10020210-54100	SUPPLIES	\$43.34
	5898/1	PARTS & MISC SUPPLIES AS NEEDED	\$104.02	10020210-54100	SUPPLIES	\$104.02

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RAINBOW AGRICULTURAL SERVICES	5093/1	PARTS & MISC SUPPLIES AS NEEDED	\$127.86	10020210-54100	SUPPLIES	\$127.86
	5867/1	PARTS & MISC SUPPLIES AS NEEDED	\$67.18	10022100-54100	SUPPLIES	\$67.18
	5820/1	PARTS & MISC SUPPLIES AS NEEDED	\$509.30	10022100-54100	SUPPLIES	\$509.30
	Vendor Total:					\$1,277.11
REBECCA SCHWENGER	TA 4/23 - 4/27/18	TRAVEL ADVANCE	\$225.00	10021210-57100	LEARNING AND DEVELOPMENT	\$225.00
					Vendor Total: \$225.00	
REDWOOD COAST FUELS	1921495	CARDLOCK FUEL PURCHASES	\$8,173.47	10020210-56210	FUEL & FLUIDS	\$18.30
				10020210-56210	FUEL & FLUIDS	\$94.47
				10020210-56210	FUEL & FLUIDS	\$2,411.90
				10020224-56210	FUEL & FLUIDS	\$35.92
				10022100-56210	FUEL & FLUIDS	\$713.36
				10024210-56210	FUEL & FLUIDS	\$17.69
				10024210-56210	FUEL & FLUIDS	\$87.70
				10024220-56210	FUEL & FLUIDS	\$1,305.75
				20324100-56210	FUEL & FLUIDS	\$206.34
				20513382-56210	FUEL & FLUIDS	\$27.58
				20822500-56210	FUEL & FLUIDS	\$153.13
				77725200-56210	FUEL & FLUIDS	\$63.13
				80026400-56210	FUEL & FLUIDS	\$1,241.87
				82024411-56210	FUEL & FLUIDS	\$354.71
				82024414-56210	FUEL & FLUIDS	\$17.69
				82024414-56210	FUEL & FLUIDS	\$293.08
				82024414-56210	FUEL & FLUIDS	\$429.90
				84024421-56210	FUEL & FLUIDS	\$17.68
				84024421-56210	FUEL & FLUIDS	\$67.40
				84024421-56210	FUEL & FLUIDS	\$249.66
				84024421-56210	FUEL & FLUIDS	\$366.21

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	1920781	CARDLOCK FUEL PURCHASES	\$64.05	20324100-58410	GARAGE LUBRICANTS & PARTS	\$64.05
					Vendor Total:	\$8,237.52
RESPECTECH	35571	TELEPHONE	\$119.00	10021210-55100	TELEPHONE	\$59.50
				91521400-55100	TELEPHONE	\$59.50
					Vendor Total:	\$119.00
REXEL USA INC	R025114	MISC ELECTRICAL SUPPLIES AS NE	\$207.71	82024411-54100	SUPPLIES	\$207.71
					Vendor Total:	\$207.71
ROGINA WATER COMPANY	0380 APRIL 18	WATER SERVICES	\$23.99	10021210-55210	UTILITIES	\$11.99
				91521400-55210	UTILITIES	\$12.00
					Vendor Total:	\$23.99
ROUND TABLE PIZZA	02-5074	HELEN AVE OUTAGE	\$139.47	80126100-80230	INFRASTRUCTURE	\$139.47
					Vendor Total:	\$139.47
RYAN KRIKEN	DV 040418	BOOT ALLOWANCE	\$150.00	84024425-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
SHANNON RILEY	TR 3/14 - 3/26/18	TRAVEL REIMBURSEMENT	\$60.00	10012600-57100	LEARNING AND DEVELOPMENT	\$60.00
					Vendor Total:	\$60.00
SHERI MANNION	TA 4/21 - 4/26/18	TRAVEL ADVANCE	\$150.00	10016100-57100	LEARNING AND DEVELOPMENT	\$150.00
					Vendor Total:	\$150.00
SOLID WASTES SYSTEMS INC	FEB 18	RESIDENTIAL GARBAGE FEES	\$36,987.46	90200000-52170	UKIAH WASTE SOLUTIONS	\$36,987.46
					Vendor Total:	\$36,987.46
STAPLES CREDIT PLAN	2027049781	OPERATIONAL SUPPLIES	\$16.31	10021210-54100	SUPPLIES	\$8.16
				91521400-54100	SUPPLIES	\$8.15
	2025124241	BINDERS & PERFORATED LEGAL PADS	\$44.86	10021210-54100	SUPPLIES	\$22.43
				91521400-54100	SUPPLIES	\$22.43
	20919004381	COPY PAPER & BINDER DIVIDERS	\$46.33	10021210-54100	SUPPLIES	\$23.16
				91521400-54100	SUPPLIES	\$23.17
	81343	OPERATIONAL SUPPLIES	\$54.17	10021210-54100	SUPPLIES	\$27.08

List of Checks Presented for Approval on 4/13/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	81343	OPERATIONAL SUPPLIES	\$54.17	91521400-54100	SUPPLIES	\$27.09
	2028296501	SHIPPING TAGS	\$76.44	10021210-54100	SUPPLIES	\$38.22
				91521400-54100	SUPPLIES	\$38.22
	2029230711	SHELVING & ORGANIZATION SUPPLIES	\$111.12	10021210-54100	SUPPLIES	\$55.56
				91521400-54100	SUPPLIES	\$55.56
Vendor Total:						\$349.23
SUBURBAN PROPANE	1426-069268	FUEL/PROPANE	\$187.65	10021210-56210	FUEL & FLUIDS	\$93.83
				91521400-56210	FUEL & FLUIDS	\$93.82
Vendor Total:						\$187.65
TAYMAN PARK GOLF GROUP INC	DV040618	REIMBURSE FOR WATER PAYMENTS	\$60,189.19	72022400-55210	UTILITIES	\$60,189.19
Vendor Total:						\$60,189.19
THE COFFEE CRITIC INC	10657	MISC COFFEE SUPPLIES AS NEEDED	\$90.00	10021210-54100	SUPPLIES	\$45.00
				91521400-54100	SUPPLIES	\$45.00
	10238	MISC COFFEE SUPPLIES AS NEEDED	\$45.00	73022600-54100	SUPPLIES	\$45.00
Vendor Total:						\$135.00
TRACTOR SUPPLY CREDIT PLAN	261203	MISCELLANEOUS SUPPLIES AS NEED	\$33.03	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$33.03
Vendor Total:						\$33.03
UKIAH AUTO PARTS	046530	AUTO & MACHINE PARTS & MATERIA	\$23.83	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$11.91
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$11.92
	043762	AUTO & MACHINE PARTS & MATERIA	\$20.79	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$20.79
	047321	AUTO & MACHINE PARTS & MATERIA	\$42.44	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$42.44
	047731	AUTO & MACHINE PARTS & MATERIA	\$26.53	10020210-56130	EXTERNAL SERVICES	\$26.53
	044878	AUTO & MACHINE PARTS & MATERIA	\$51.42	10020210-56130	EXTERNAL SERVICES	\$51.42
	044332	AUTO & MACHINE PARTS & MATERIA	\$113.31	10020210-56130	EXTERNAL SERVICES	\$113.31
	044737	AUTO & MACHINE PARTS & MATERIA	\$8.71	20324100-56130	EXTERNAL SERVICES	\$8.71

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH AUTO PARTS	045710	AUTO & MACHINE PARTS & MATERIA	\$4.71	80026400-56130	EXTERNAL SERVICES	\$4.71
	047746	AUTO & MACHINE PARTS & MATERIA	\$10.21	82024414-56130	EXTERNAL SERVICES	\$10.21
	047517	AUTO & MACHINE PARTS & MATERIA	\$13.73	84024421-54100	SUPPLIES	\$13.73
Vendor Total:						\$315.68
VICKY GILSON	DV040218	REIMBURSEMENT FOR CLEANING SUPPLIES	\$15.06	73022600-54100	SUPPLIES	\$15.06
					Vendor Total:	
WILLOW COUNTY WATER DIST	10010 MARCH 18	WATER SERVICES	\$44.32	10021210-55210	UTILITIES	\$22.16
				91521400-55210	UTILITIES	\$22.16
				Vendor Total:		\$44.32
INVOICE TOTAL:						\$898,011.54

List of Checks Presented for Approval on 4/20/2018

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



Signature

5-8-18



P#

4-23-18

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail
AARON CHRISTOPHER FORD	DV041018	INSTRUCTOR	\$1,219.00	10022850-52100 CONTRACTED SERVICES \$1,219.00
				Vendor Total: \$1,219.00
ABB INC	7103772935	PADMOUNTED TRANSFORMERS	\$18,174.49	90000000-20231 COUNTY MENTAL HEALTH .5% (\$83.85)
				80000000-12104 INVENTORY - PURCHASES \$83.85
				80000000-12104 INVENTORY - PURCHASES \$18,174.49
				Vendor Total: \$18,174.49
ACME RIGGING & SUPPLY CO	292061	MISC RENTAL & SUPPLIES AS NEED	\$349.55	84024425-56120 EQUIPMENT MAINTENANCE & REPAIR \$349.55
	292133	MISC RENTAL & SUPPLIES AS NEED	\$99.62	80026110-54100 SUPPLIES \$99.62
	292062	MISC RENTAL & SUPPLIES AS NEED	\$42.86	84024425-54100 SUPPLIES \$42.86
				Vendor Total: \$492.03
AIR QUALITY MANAGEMENT DISTRICT	2805-5-24-17-05	RENEWAL OF AUTHORITY TO CONSTRUCT/PERMIT TO OPERAT	\$117.20	84024425-59101 FEES \$117.20
				Vendor Total: \$117.20
ALHAMBRA NATIONAL WATER	5109554 040618	DRINKING WATER SERVICES	\$157.28	69122700-54100 SUPPLIES \$59.96
				84024425-54100 SUPPLIES \$97.32
				Vendor Total: \$157.28
AMAZON CAPITAL SERVICES	1CYL-GWWW-PDJH	DIGITAL CAMERA	\$459.99	90000000-20231 COUNTY MENTAL HEALTH .5% (\$2.30)
				90000000-23252 DISTRICT USE TAX-LIBRARIES (\$0.58)
				90000000-23237 DISTRICT USE TAX-MEASURE S (\$2.30)
				90000000-23028 MEASURE Y DISTRICT TAX (\$2.30)
				90000000-23013 STATE USE TAX LIABILITY (\$33.35)
				80026120-54100 SUPPLIES \$40.83

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1CYL-GWWW-PDJH	DIGITAL CAMERA	\$459.99	80026120-54100	SUPPLIES	\$459.99
	1CYL-GWWW-7KTL	BASEBALL PITCHING RUBBER MAT	\$52.02	90000000-23256	SPECIAL EVENTS TRUST	\$52.02
	1Q4C-LWDP-M3DT	VOLLEYBALLS	\$64.42	10022824-54100	SUPPLIES	\$64.42
	1W63-RWHL-NKWJ	PLANTRONICS STARSET HEADSET	\$152.18	20620231-54100	SUPPLIES	\$152.18
	19Y9-V9WN-H1P4	LAPTOP STAND	\$48.30	20913900-54100	SUPPLIES	\$48.30
Vendor Total:						\$776.91
AMERICAN NATIONAL RED CROSS & ITS CONSTITUENT	22091658	ADULT & INFANT FIRST AID/CPR	\$28.00	10022300-54100	SUPPLIES	\$28.00
	Vendor Total:					\$28.00
ANIXTER	3854799-00	CLAMP PARA GROOVE GRIPS	\$406.40	80000000-12104	INVENTORY - PURCHASES	\$406.40
	3771359-01	SALISBURY BLANKETS WITH VELCRO	\$1,070.68	80026110-54102	SMALL TOOLS	\$1,070.68
Vendor Total:						\$1,477.08
ANTONIO MUNOZ	CFM042018CI TY	CROSS-FIT TRAINING FOR FIRE ST	\$333.33	10021210-57100	LEARNING AND DEVELOPMENT	\$333.33
Vendor Total:						\$333.33
ARAMARK UNIFORM SERVICES	703760366	MAT & TOWEL SERVICE	\$110.13	20822500-56300	BUILDING MAINT. & REPAIR	\$110.13
	703780796	MAT & TOWEL SERVICE	\$110.13	20822500-56300	BUILDING MAINT. & REPAIR	\$110.13
	703750205	MAT & TOWEL SERVICE	\$59.52	31122870-56300	BUILDING MAINT. & REPAIR	\$59.52
	703770647	MAT & TOWEL SERVICE	\$59.52	31122870-56300	BUILDING MAINT. & REPAIR	\$59.52
	703760367	MAT & TOWEL SERVICE	\$84.83	73022600-56300	BUILDING MAINT. & REPAIR	\$84.83
	703780797	MAT & TOWEL SERVICE	\$84.83	73022600-56300	BUILDING MAINT. & REPAIR	\$84.83
	703.750220	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
	703760386	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
	703770661	UNIFORM SVC-AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ARAMARK UNIFORM SERVICES	703780814	UNIFORM SVC- AIRPORT	\$55.95	77725200-54100	SUPPLIES	\$55.95
	Vendor Total: -----					\$732.76
ARROW FENCING	77762	TEMPORARY FENCE PANELS	\$738.00	10012200-52100	CONTRACTED SERVICES	\$738.00
	77785	TEMPORARY FENCE PANELS	\$117.59	69122700-52100	CONTRACTED SERVICES	\$117.59
	Vendor Total: -----					\$855.59
AT&T	11149105	TELEPHONE SERVICES: TALMAGE	\$15.02	10021210-55100	TELEPHONE	\$7.51
				91521400-55100	TELEPHONE	\$7.51
	11149104	TELEPHONE SERVICES: NORTH STATION	\$39.66	10021210-55100	TELEPHONE	\$19.83
				91521400-55100	TELEPHONE	\$19.83
	000011182529	T1 TO INTERNET	\$573.75	20913900-55100	TELEPHONE	\$573.75
	000011182926	TELEPHONE SERVICE	\$5,076.38	20913900-55100	TELEPHONE	\$5,076.38
	1718 APR 18	CC TERMINAL	\$101.98	77725200-55100	TELEPHONE	\$101.98
	Vendor Total: -----					\$5,806.79
B & B INDUSTRIAL SUPPLY INC	196539	MISCELLANEOUS MATERIALS AS NEE	\$30.95	82024411-56300	BUILDING MAINT. & REPAIR	\$30.95
	195917	MISCELLANEOUS MATERIALS AS NEE	\$32.47	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$32.47
	196519	MISCELLANEOUS MATERIALS AS NEE	\$173.40	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$173.40
	196571	MISCELLANEOUS MATERIALS AS NEE	\$16.39	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$16.39
	196102	MISCELLANEOUS MATERIALS AS NEE	\$6.50	10020210-56130	EXTERNAL SERVICES	\$6.50
	196245	MISCELLANEOUS MATERIALS AS NEE	\$24.11	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$24.11
	196520	MISCELLANEOUS MATERIALS AS NEE	\$32.50	20324100-54100	SUPPLIES	\$32.50
	196073	MISCELLANEOUS MATERIALS AS NEE	\$27.70	84024421-54100	SUPPLIES	\$27.70
	Vendor Total: -----					\$344.02
B & H VIDEO	140301369	LISTEN TALK SYSTEM	\$1,044.01	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.31)

List of Checks Presented for Approval on 4/20/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
B & H VIDEO	140301369	LISTEN TALK SYSTEM	\$1,044.01	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.22)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$5.22)
				90000000-23013	STATE USE TAX LIABILITY	(\$75.69)
				63020210-54100	SUPPLIES	\$87.44
				63020210-54100	SUPPLIES	\$1,044.01
				Vendor Total:		\$1,044.01
BAELIN INC	8	MUSEUM LANDSCAPE MAINTENANCE	\$6,000.00	10022100-52100	CONTRACTED SERVICES	\$4,900.00
				69122700-52100	CONTRACTED SERVICES	\$1,100.00
	7	MUSEUM LANDSCAPING IMPROVEMENT	\$1,924.00	69122700-52100	CONTRACTED SERVICES	\$1,924.00
				Vendor Total:		\$7,924.00
BIG 5 SPORTS	55279	BATTING TRAINER	\$130.01	90000000-23256	SPECIAL EVENTS TRUST	\$130.01
				Vendor Total:		\$130.01
BORIS PROKOP	UKIAH-2018-01	ASSIST EUD WITH REGULATORY & M	\$12,250.00	80026400-52100	CONTRACTED SERVICES	\$12,250.00
				Vendor Total:		\$12,250.00
BUSINESS CARD	SF-D 20483	ADVERTISING	\$119.53	10018000-52510	ADVERTISING & PROMOTION	\$119.53
	SF-D 20480	FACEBOOK ADVERTISING	\$138.91	10018000-52510	ADVERTISING & PROMOTION	\$138.91
	501093	SHORTSTACK SUBSCRIPTION RENEWAL	\$29.00	75012700-52515	ADVERTISING & PUBLICATION	\$29.00
	SF-D 22120	FIRE KING CABINET	\$200.00	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.65)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.17)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.65)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.65)
				90000000-23013	STATE USE TAX LIABILITY	(\$9.43)
				20513300-54100	SUPPLIES	\$11.55
	20513300-54100	SUPPLIES	\$200.00			
	SF-D 22027	DATA HIGHWAY COMMUNICATION MODULE	\$152.03	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.16)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 22027	DATA HIGHWAY COMMUNICATION MODULE	\$152.03	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.63)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.63)
				90000000-23013	STATE USE TAX LIABILITY	(\$9.07)
				80026330-54100	SUPPLIES	\$10.49
				80026330-54100	SUPPLIES	\$152.03
	SF-D 22113	POOL LIFEGUARD SUPPLIES	\$304.70	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.35)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.39)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.39)
				10022300-54100	SUPPLIES	\$3.13
				10022300-54100	SUPPLIES	\$304.70
	SF-D 22107	SOFTBALL SUPPLIES	\$358.07	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.32)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.27)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.27)
				90000000-23013	STATE USE TAX LIABILITY	(\$18.42)
				10022832-54100	SUPPLIES	\$21.28
				10022832-54100	SUPPLIES	\$358.07
	SF-D 21816	ELECTRIC MARKING PAINT	\$371.52	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.47)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.86)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.86)
				90000000-23013	STATE USE TAX LIABILITY	(\$26.94)
				80026120-54100	SUPPLIES	\$31.13
				80026120-54100	SUPPLIES	\$371.52
	SF-D 22114	PURSUIT ERGONOMIC CHAIR	\$501.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.63)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.51)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.51)

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BUSINESS CARD	SF-D 22114	PURSUIT ERGONOMIC CHAIR	\$501.00	90000000-23013	STATE USE TAX LIABILITY	(\$36.33)
				20913900-54100	SUPPLIES	\$41.98
				20913900-54100	SUPPLIES	\$501.00
	SF-D 18219	AIRCONSOLE PRO 2.5 USB DRIVES	\$549.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.69)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.75)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.75)
				90000000-23013	STATE USE TAX LIABILITY	(\$39.81)
				20913900-54100	SUPPLIES	\$46.00
				20913900-54100	SUPPLIES	\$549.00
	SF-D 20997	TRAINING HANDGUN KIT	\$561.95	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.69)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.75)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.75)
				90000000-23013	STATE USE TAX LIABILITY	(\$39.88)
				63020210-54100	SUPPLIES	\$46.07
				63020210-54100	SUPPLIES	\$561.95
SF-D 22112	POOL LIFEGUARD SUPPLIES		\$574.47	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.69)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.74)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.74)
				90000000-23013	STATE USE TAX LIABILITY	(\$39.65)
				10022300-54100	SUPPLIES	\$45.82
				10022300-54100	SUPPLIES	\$574.47
SF-D 21337	NSTAR SEMI-TRASH PUMP		\$789.66	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.93)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.70)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$61.98
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$789.66

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BUSINESS CARD	SF-D 21337	NSTAR SEMI-TRASH PUMP	\$789.66	90000000-23028	MEASURE Y DISTRICT TAX	(\$3.70)
				90000000-23013	STATE USE TAX LIABILITY	(\$53.65)
	SF-D 21818	SWING FRAME DISPLAY BOX	\$858.12	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.84)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.34)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.34)
				90000000-23013	STATE USE TAX LIABILITY	(\$48.43)
				82024414-54100	SUPPLIES	\$55.95
				82024414-54100	SUPPLIES	\$858.12
	31584	LIFE RING WITH CABINET	\$1,136.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.28)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.11)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$5.11)
				90000000-23013	STATE USE TAX LIABILITY	(\$74.10)
				84024425-54100	SUPPLIES	\$85.60
				84024425-54100	SUPPLIES	\$1,136.00
	SF-D 21828	RETRACTABLE TRUCK STEPS	\$581.77	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.90)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.90)
				80026110-54100	SUPPLIES	\$3.80
				80026110-54100	SUPPLIES	\$581.77
	SF-D 22110	FOLLOWER ROLLER	\$484.14	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$484.14
	SF-D 20868	REBUILD KIT FOR A FIFTH WHEEL	\$857.26	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$857.26
	SF-D 21832	ELECTRIC SUPPLIES	\$913.85	82024414-56130	EXTERNAL SERVICES	\$456.92
				84024421-56130	EXTERNAL SERVICES	\$456.93
	SF-D 22031	FUEL FOR CITY VAN	\$47.45	20822500-56210	FUEL & FLUIDS	\$47.45
	007610	LODGING: S. RILEY	\$539.72	10012600-57100	LEARNING AND DEVELOPMENT	\$539.72

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BUSINESS CARD	SF-D 21047	REGISTRATION: C. RASMASON	\$120.00	10013400-57100	LEARNING AND DEVELOPMENT	\$120.00
	SF-D 22121	REGISTRATION: S.BROWN	\$120.00	10013400-57100	LEARNING AND DEVELOPMENT	\$120.00
	132320267	LODGING: C. DEWEY	\$491.44	10020210-57100	LEARNING AND DEVELOPMENT	\$491.44
	SF-D 20965 APR 18	LYNDA SUBSCRIPTION RENEWAL	\$34.99	10020214-57100	LEARNING AND DEVELOPMENT	\$34.99
	SF-D 22104	LODGING: R. RAMOS, R. RICETTI, J. FOWLER	\$808.20	10022100-57100	LEARNING AND DEVELOPMENT	\$808.20
	007577	LODGING: C. SCHLATTER	\$589.72	10023100-57100	LEARNING AND DEVELOPMENT	\$589.72
	SF-D 22116	MEMBERSHIP RENEWAL	\$295.00	10024224-57100	LEARNING AND DEVELOPMENT	\$295.00
	SF-D 22106	IT TRAINING SOFTWARE SUBSCRIPTIONS	\$998.00	20913900-57100	LEARNING AND DEVELOPMENT	\$998.00
	SF-D 20999	LEXIS NEXIS PHONE SEARCH	\$232.50	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$232.50
	E08005K89A	MICROSOFT OFFICE ACCESS	\$5.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$5.00
	739081	YEARLY PUBLISHING SUBSCRIPTION	\$420.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$420.00
	SF-D 22029	MEMBERSHIP DUES: M. HORGER	\$110.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$110.00
	SF-D 20482	RECREATION SUPPLIES	\$72.90	90000000-23256	SPECIAL EVENTS TRUST	\$72.90
	28134	TEAM MEETING SUPPLIES	\$6.49	10012100-54100	SUPPLIES	\$6.49
	62437	TEAM MEETING SUPPLIES	\$41.75	10012100-54100	SUPPLIES	\$41.75
	236026	PIZZA TEAM MEETING	\$206.05	10012100-54100	SUPPLIES	\$206.05
	79922	SURVEY MONKEY SUBSCRIPTION RENEWAL	\$360.00	10012300-54100	SUPPLIES	\$360.00
	SF-D 22030	FINANCE MONTHLY MEETING	\$51.15	10013400-54100	SUPPLIES	\$51.15
	SF-D 22025	BUSINESS LUNCH W/ RGS	\$65.84	10013400-54100	SUPPLIES	\$65.84
	57295	POLICE CREDIT CARD, MISC. PURC	\$25.00	10020210-54100	SUPPLIES	\$25.00
	99091	RETURN POOL SUPPLIES	(\$336.70)	10022300-54100	SUPPLIES	(\$336.70)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 20481	AED/CPR TRAINING SUPPLIES	\$713.23	10022300-54100	SUPPLIES	\$713.23
	SF-D 22119	SUBSCRIPTION RENEWAL	\$99.00	10022822-54100	SUPPLIES	\$99.00
	SF-D 22028	TEST ONLINE PAYMENT SYSTEM BUISNESS LICENSES	\$4.00	20513300-54100	SUPPLIES	\$4.00
	77866	VISIT UKIAH ENVELOPES	\$193.77	75012700-54100	SUPPLIES	\$193.77
	Vendor Total:					\$15,795.48
CANTEEN SERVICE	5975:001559	MISCELLANEOUS SUPPLIES AS NEED	\$111.00	10012200-54100	SUPPLIES	\$111.00
	5975:001471	WATER FILTRATION SERVICE POLIC	\$45.00	10020210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
	Vendor Total:					\$156.00
CAROLLO ENGINEERS INC	0166042	DESIGN PHASES I&II RECYCLED WA	\$13,962.66	83024430-80230	INFRASTRUCTURE	\$13,962.66
	0166043	PROCORE SOFTWARE IMPLEMENTATIO	\$35,232.32	83024430-80230	INFRASTRUCTURE	\$35,232.32
Vendor Total:					\$49,194.98	
CHEM DRY	18053	CARPET CLEANING SVCS	\$950.00	73022600-56300	BUILDING MAINT. & REPAIR	\$950.00
	Vendor Total:					\$950.00
CHEVRON AND TEXACO BUSINESS CARD SVCS	52993253	FUEL AS NEEDED UPD	\$483.68	10020210-56210	FUEL & FLUIDS	\$483.68
	Vendor Total:					\$483.68
CHRIS MILLS	DV041018	INSTRUCTOR	\$1,219.00	10022850-52100	CONTRACTED SERVICES	\$1,219.00
	Vendor Total:					\$1,219.00
CIMPRESS USA INC	109939108	PERSONALIZED PENS	\$376.34	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.44)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.76)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.76)
				63020210-54100	SUPPLIES	\$3.96
				63020210-54100	SUPPLIES	\$376.34
	Vendor Total:					\$376.34
CLARK PEST CONTROL	22067029	PEST CONTROL SVCS	\$94.00	80026210-52100	CONTRACTED SERVICES	\$94.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	Allocation Detail
CLARK PEST CONTROL	21766856	PEST CONTROL SVCS	\$74.00	80026220-52100	CONTRACTED SERVICES \$74.00
					Vendor Total: \$168.00
COMCAST	4635 MAR 18	INTERNET SERVICES	\$256.92	20913900-55100	TELEPHONE \$256.92
	0472 MAR 18	INTERNET SERVICES	\$162.19	73022600-55100	TELEPHONE \$162.19
					Vendor Total: \$419.11
CPS HR CONSULTING	SOP46277	FIREFIGHTER WRITTEN EXAM	\$108.00	10016100-54163	INTERVIEW SUPPLIES \$108.00
					Vendor Total: \$108.00
CRAWFORD & ASSOCIATES INC	35526	PREPARATION OF DFW PERMITS	\$2,605.00	82024411-80210	LAND ACQUISITION \$2,605.00
					Vendor Total: \$2,605.00
CROUX HESTON KOPLIN	1036	CATERING SERVICES	\$352.50	73022600-54100	SUPPLIES \$352.50
					Vendor Total: \$352.50
DAVID BIGLER	3	DEVELOPMENT OF WATER CONS METH	\$4,700.00	82224413-80230	INFRASTRUCTURE \$4,700.00
					Vendor Total: \$4,700.00
DC CUSTOMS INC	185368	TOW & STOW PINTLE HITCH	\$367.51	20324100-54100	SUPPLIES \$367.51
					Vendor Total: \$367.51
DEANN BVERGLER-HOWE	54344	TEES/VISORS	\$1,285.28	90000000-23256	SPECIAL EVENTS TRUST \$1,285.28
	54338	LIFE GUARD T-SHIRTS	\$541.88	10022300-54100	SUPPLIES \$541.88
					Vendor Total: \$1,827.16
DELL MARKETING LP	10230389315	COMPUTERS AND MONITORS	\$3,125.53	10020210-54330	COMPUTER AND TECHNOLOGY \$3,125.53
					Vendor Total: \$3,125.53
DEPARTMENT OF JUSTICE	298232	CHEM/TEST REPORT CRIMINAL INVE	\$350.00	10020210-52100	CONTRACTED SERVICES \$350.00
	294349	FINGERPRINTING	\$720.00	10020000-44420	FINGERPRINT FEES \$720.00
					Vendor Total: \$1,070.00
DETROIT INDUSTRIAL TOOL	559262	WHEEL METAL	\$749.84	90000000-23252	DISTRICT USE TAX-LIBRARIES (\$0.88)
				90000000-23237	DISTRICT USE TAX-MEASURE S (\$3.50)
				90000000-23028	MEASURE Y DISTRICT TAX (\$3.50)
				84024421-54100	SUPPLIES \$7.88

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DETROIT INDUSTRIAL TOOL	559262	WHEEL METAL	\$749.84	84024421-54100	SUPPLIES	\$749.84
					Vendor Total:	\$749.84
DIALED IN ATHLETICS	1310	ADULT CHAMPIONSHIP T-SHIRTS	\$244.74	10022821-54100	SUPPLIES	\$244.74
					Vendor Total:	\$244.74
DIANN LUCCHETTI	TR 4/9-10/18	TRAVEL REIMBURSEMENT	\$268.28	80026400-57100	LEARNING AND DEVELOPMENT	\$268.28
					Vendor Total:	\$268.28
DOUGLAS CARLSON	CONCERT 6/10/18	2018 SUNDAYS IN PARK - "URBAN	\$1,750.00	90000000-23226	CONCERT SERIES	\$1,750.00
					Vendor Total:	\$1,750.00
EFAX CORPORATE	1056670	EFAX SERVICES	\$143.60	10012200-55100	TELEPHONE	\$143.60
					Vendor Total:	\$143.60
ENTENMANN-ROVIN CO	0134796-IN	DOMES BADGES	\$244.43	10021210-54100	SUPPLIES	\$122.21
				91521400-54100	SUPPLIES	\$122.22
					Vendor Total:	\$244.43
EUREKA OXYGEN CO	438391	EQUIPMENT MAINTENANCE	\$145.00	73022600-56300	BUILDING MAINT. & REPAIR	\$145.00
	UB 4543	EQUIPMENT MAINTENANCE	\$182.85	20324100-54100	SUPPLIES	\$182.85
					Vendor Total:	\$327.85
EVERGREEN JOB & SAFETY TRAINING INC	781	EDUCATIONAL/TRAINING SERVICES	\$2,109.12	80026110-52100	CONTRACTED SERVICES	\$1,054.56
				80026120-52100	CONTRACTED SERVICES	\$1,054.56
					Vendor Total:	\$2,109.12
EVERYTHING2GO.COM LLC	ER085A22-INV	OFFICE DESK	\$1,332.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.67)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$6.66)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$6.66)
				90000000-23013	STATE USE TAX LIABILITY	(\$96.57)
				10023320-54100	SUPPLIES	\$111.56
				10023320-54100	SUPPLIES	\$1,332.00
					Vendor Total:	\$1,332.00

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FASTENAL	CAUKA30350	MISC SUPPLIES AS NEEDED	\$31.62	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$31.62
	CAUKA30444	MISC SUPPLIES AS NEEDED	\$9.47	10024220-54120	PW - SPECIAL SUPPLIES	\$9.47
Vendor Total:						\$41.09
FRANK ROMANO	UPD3312018	ANNUAL K9 TRAINING	\$700.00	63020210-54100	SUPPLIES	\$700.00
	UPD4302018	ANNUAL K9 TRAINING	\$700.00	63020210-54100	SUPPLIES	\$700.00
Vendor Total:						\$1,400.00
FREIGHTQUOTE. COM INC	6078071253	SHIPPING CHARGES	\$218.88	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$218.88
Vendor Total:						\$218.88
FRIEDMANS HOME IMPROVEMENT	36263938	MISC ITEMS AS NEEDED	\$24.59	10022100-59400	BAD DEBT EXPENSE	\$24.59
	36261770	MISC ITEMS AS NEEDED	\$87.48	20822500-56300	BUILDING MAINT. & REPAIR	\$87.48
	36245418	MISC ITEMS AS NEEDED	\$112.63	20822500-56300	BUILDING MAINT. & REPAIR	\$112.63
	36244491	MISC ITEMS AS NEEDED	\$146.35	20822500-56300	BUILDING MAINT. & REPAIR	\$146.35
	36263950	MISC ITEMS AS NEEDED	\$180.48	20822500-56300	BUILDING MAINT. & REPAIR	\$180.48
	36255765	MISC ITEMS AS NEEDED	\$215.94	20822500-56300	BUILDING MAINT. & REPAIR	\$140.12
				20822500-54102	SMALL TOOLS	\$75.82
	36268719	MISC ITEMS AS NEEDED	\$244.71	20822500-56300	BUILDING MAINT. & REPAIR	\$244.71
	36270508	MISC ITEMS AS NEEDED	\$261.82	20822500-56300	BUILDING MAINT. & REPAIR	\$261.82
	36257869	MISC ITEMS AS NEEDED	\$47.24	77725200-56300	BUILDING MAINT. & REPAIR	\$47.24
	36258978	MISC ITEMS AS NEEDED	\$83.98	77725200-56300	BUILDING MAINT. & REPAIR	\$83.98
	36263163	MISC ITEMS AS NEEDED	\$210.46	77725200-56300	BUILDING MAINT. & REPAIR	\$210.46
	36262017	MISC ITEMS AS NEEDED	\$5.05	82024411-56300	BUILDING MAINT. & REPAIR	\$5.05
	36256061	MISC ITEMS AS NEEDED	\$30.13	82024411-56300	BUILDING MAINT. & REPAIR	\$30.13
	36263504	MISC ITEMS AS NEEDED	\$74.57	82024411-56300	BUILDING MAINT. & REPAIR	\$74.57

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FRIEDMANS HOME IMPROVEMENT	36258581	MISC ITEMS AS NEEDED	\$87.74	82024411-56300	BUILDING MAINT. & REPAIR	\$87.74
	36265678	MISC ITEMS AS NEEDED	\$31.13	30200000-52100	CONTRACTED SERVICES	\$31.13
	36246891	MISC ITEMS AS NEEDED	\$318.48	30200000-52100	CONTRACTED SERVICES	\$318.48
	36249980	MISC ITEMS AS NEEDED	\$43.31	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$43.31
	36251819	MISC ITEMS AS NEEDED	\$176.32	82024411-56120	EQUIPMENT MAINTENANCE & REPAIR	\$176.32
	36262172	MISC ITEMS AS NEEDED	\$10.45	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.45
	36268943	MISC ITEMS AS NEEDED	\$14.31	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$14.31
	36269069	MISC ITEMS AS NEEDED	\$29.23	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$29.23
	36249964	MISC ITEMS AS NEEDED	\$49.71	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$49.71
	36258685	MISC ITEMS AS NEEDED	\$94.82	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$94.82
	36262868	MISC ITEMS AS NEEDED	\$4.68	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$4.68
	36263970	MISC ITEMS AS NEEDED	\$28.68	10021210-56130	EXTERNAL SERVICES	\$28.68
	36257734	MISC ITEMS AS NEEDED	\$5.51	10024220-56130	EXTERNAL SERVICES	\$5.51
	36244643	MISC ITEMS AS NEEDED	\$17.64	10024220-56130	EXTERNAL SERVICES	\$17.64
	36257506	MISC ITEMS AS NEEDED	\$19.50	10024220-56130	EXTERNAL SERVICES	\$9.75
				82024414-56130	EXTERNAL SERVICES	\$9.75
	36257238	MISC ITEMS AS NEEDED	\$9.75	80026400-56130	EXTERNAL SERVICES	\$9.75
	36253253	MISC ITEMS AS NEEDED	\$18.78	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$18.78
	36252079	MISC ITEMS AS NEEDED	\$57.10	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$57.10
	36245041	MISC ITEMS AS NEEDED	\$60.54	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$60.54
	36244390	MISC ITEMS AS NEEDED	\$11.57	80100000-80230	INFRASTRUCTURE	\$11.57

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FRIEDMANS HOME IMPROVEMENT	36245085	MISC ITEMS AS NEEDED	\$15.95	80100000-80230	INFRASTRUCTURE	\$15.95
	36263329	MISC ITEMS AS NEEDED	\$112.71	10024220-54130	PW - SAFETY	\$112.71
	36249444	MISC ITEMS AS NEEDED	(\$21.13)	10024220-54120	PW - SPECIAL SUPPLIES	(\$21.13)
	36245829	MISC ITEMS AS NEEDED	\$17.77	10024220-54120	PW - SPECIAL SUPPLIES	\$17.77
	36249439	MISC ITEMS AS NEEDED	\$24.12	10024220-54120	PW - SPECIAL SUPPLIES	\$24.12
	36255191	MISC ITEMS AS NEEDED	\$42.23	10024220-54120	PW - SPECIAL SUPPLIES	\$42.23
	36250934	MISC ITEMS AS NEEDED	\$42.36	10024220-54120	PW - SPECIAL SUPPLIES	\$42.36
	36244860	MISC ITEMS AS NEEDED	\$53.25	10024220-54120	PW - SPECIAL SUPPLIES	\$53.25
	36250429	MISC ITEMS AS NEEDED	\$55.82	10024220-54120	PW - SPECIAL SUPPLIES	\$55.82
	36263393	MISC ITEMS AS NEEDED	\$57.40	10024220-54120	PW - SPECIAL SUPPLIES	\$57.40
	36256984	MISC ITEMS AS NEEDED	\$93.42	10024220-54120	PW - SPECIAL SUPPLIES	\$93.42
	36271021	MISC ITEMS AS NEEDED	\$150.38	10024220-54120	PW - SPECIAL SUPPLIES	\$150.38
	36269443	MISC ITEMS AS NEEDED	\$160.00	10024220-54120	PW - SPECIAL SUPPLIES	\$160.00
	36262862	MISC ITEMS AS NEEDED	\$68.21	20324100-54102	SMALL TOOLS	\$68.21
	36270493	MISC ITEMS AS NEEDED	\$10.14	82024414-54102	SMALL TOOLS	\$10.14
	36263841	MISC ITEMS AS NEEDED	\$11.41	84024425-54102	SMALL TOOLS	\$11.41
	36269403	MISC ITEMS AS NEEDED	\$16.30	84024425-54102	SMALL TOOLS	\$16.30
	36263489	MISC ITEMS AS NEEDED	\$72.03	84024425-54102	SMALL TOOLS	\$72.03
	36257948	MISC ITEMS AS NEEDED	\$161.84	84024425-54102	SMALL TOOLS	\$161.84
	36268642	MISC ITEMS AS NEEDED	(\$581.08)	10022300-54106	SPECIALTY SUPPLIES	(\$581.08)
	36269107	MISC ITEMS AS NEEDED	(\$72.63)	10022300-54106	SPECIALTY SUPPLIES	(\$72.63)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36269121	MISC ITEMS AS NEEDED	\$11.84	10022300-54106	SPECIALTY SUPPLIES	\$11.84
	36268654	MISC ITEMS AS NEEDED	\$581.08	10022300-54106	SPECIALTY SUPPLIES	\$581.08
	36267685	MISC ITEMS AS NEEDED	\$710.37	10022300-54106	SPECIALTY SUPPLIES	\$710.37
	36272124	MISC ITEMS AS NEEDED	\$11.69	10022100-54100	SUPPLIES	\$11.69
	36262042	MISC ITEMS AS NEEDED	\$12.48	10022100-54100	SUPPLIES	\$12.48
	36260862	MISC ITEMS AS NEEDED	\$16.02	10022100-54100	SUPPLIES	\$16.02
	36252222	MISC ITEMS AS NEEDED	\$29.09	10022100-54100	SUPPLIES	\$29.09
	36261365	MISC ITEMS AS NEEDED	\$31.56	10022100-54100	SUPPLIES	\$31.56
	36245395	MISC ITEMS AS NEEDED	\$50.11	10022100-54100	SUPPLIES	\$50.11
	36262850	MISC ITEMS AS NEEDED	\$65.16	10022100-54100	SUPPLIES	\$65.16
	36256541	MISC ITEMS AS NEEDED	\$73.86	10022100-54100	SUPPLIES	\$73.86
	36247980	MISC ITEMS AS NEEDED	\$89.80	10022100-54100	SUPPLIES	\$89.80
	36244880	MISC ITEMS AS NEEDED	\$128.97	10022100-54100	SUPPLIES	\$128.97
	362556642	MISC ITEMS AS NEEDED	\$143.06	10022100-54100	SUPPLIES	\$143.06
	36247981	MISC ITEMS AS NEEDED	\$155.67	10022100-54100	SUPPLIES	\$155.67
	36261347	MISC ITEMS AS NEEDED	\$165.65	10022100-54100	SUPPLIES	\$165.65
	36250939	MISC ITEMS AS NEEDED	\$166.69	10022100-54100	SUPPLIES	\$166.69
	36261025	MISC ITEMS AS NEEDED	\$280.41	10022100-54100	SUPPLIES	\$280.41
	36263352	MISC ITEMS AS NEEDED	\$324.04	10022100-54100	SUPPLIES	\$324.04
	36244940	MISC ITEMS AS NEEDED	\$929.86	10022100-54100	SUPPLIES	\$929.86
	36258143	MISC ITEMS AS NEEDED	\$9.43	10022840-54100	SUPPLIES	\$9.43

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36258951	MISC ITEMS AS NEEDED	\$31.24	20913900-54100	SUPPLIES	\$31.24
	36261999	MISC ITEMS AS NEEDED	\$9.97	80026110-54100	SUPPLIES	\$9.97
	36261079	MISC ITEMS AS NEEDED	\$19.94	80026110-54100	SUPPLIES	\$19.94
	36248826	MISC ITEMS AS NEEDED	\$30.82	80026120-54100	SUPPLIES	\$30.82
	36256192	MISC ITEMS AS NEEDED	\$16.23	80026400-54100	SUPPLIES	\$16.23
	36255615	MISC ITEMS AS NEEDED	\$395.66	82024410-54100	SUPPLIES	\$395.66
	36250326	MISC ITEMS AS NEEDED	\$98.94	82024411-54100	SUPPLIES	\$98.94
	36244482	MISC ITEMS AS NEEDED	\$13.56	82024414-54100	SUPPLIES	\$13.56
	36244784	MISC ITEMS AS NEEDED	\$129.49	82024414-54100	SUPPLIES	\$129.49
	36245508	MISC ITEMS AS NEEDED	\$21.99	84024420-54100	SUPPLIES	\$21.99
	36245296	MISC ITEMS AS NEEDED	(\$19.10)	84024421-54100	SUPPLIES	(\$19.10)
	36255851	MISC ITEMS AS NEEDED	\$4.53	84024421-54100	SUPPLIES	\$4.53
	36244394	MISC ITEMS AS NEEDED	\$11.25	84024421-54100	SUPPLIES	\$11.25
	36257866	MISC ITEMS AS NEEDED	\$16.04	84024421-54100	SUPPLIES	\$16.04
	36245827	MISC ITEMS AS NEEDED	\$17.76	84024421-54100	SUPPLIES	\$17.76
	36247945	MISC ITEMS AS NEEDED	\$17.83	84024421-54100	SUPPLIES	\$17.83
	36244451	MISC ITEMS AS NEEDED	\$19.10	84024421-54100	SUPPLIES	\$19.10
	36245003	MISC ITEMS AS NEEDED	\$31.43	84024421-54100	SUPPLIES	\$31.43
	36248546	MISC ITEMS AS NEEDED	\$50.51	84024421-54100	SUPPLIES	\$50.51
	36261668	MISC ITEMS AS NEEDED	\$103.78	84024421-54100	SUPPLIES	\$103.78
	36245330	MISC ITEMS AS NEEDED	\$132.28	84024421-54100	SUPPLIES	\$132.28

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36249290	MISC ITEMS AS NEEDED	\$164.66	84024421-54100	SUPPLIES	\$164.66
	36263700	MISC ITEMS AS NEEDED	\$34.75	84024425-54100	SUPPLIES	\$34.75
	36270015	MISC ITEMS AS NEEDED	\$43.04	84024425-54100	SUPPLIES	\$43.04
Vendor Total:						\$8,687.72
GARTON TRACTOR INC	CU35726	PARTS AS NEEDED	\$88.45	10024220-56130	EXTERNAL SERVICES	\$88.45
	Vendor Total:					\$88.45
GCS ENVIRONMENTAL EQUIP SRVS	17344	PARTS & SUPPLIES AS NEEDED	\$90.13	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.36)
				10024220-56130	EXTERNAL SERVICES	\$0.36
				10024220-56130	EXTERNAL SERVICES	\$90.13
	Vendor Total:					\$90.13
GENERAL PACIFIC INC	1303904	TWIST-TITE WIRE SEAL	\$476.85	80026200-54100	SUPPLIES	\$476.85
	Vendor Total:					\$476.85
GHD INC	97832	TASK 5 - RAIL TRAIL PHASE 2	\$758.56	25024210-80230	INFRASTRUCTURE	\$758.56
	96250 REVISED	TASK 1B - RAIL TRAIL PHASE 2	\$784.24	25024210-80230	INFRASTRUCTURE	\$784.24
	97824	TASK 1A - RAIL TRAIL PHASE 2	\$830.36	25024210-80230	INFRASTRUCTURE	\$830.36
	96249 REVISED	TASK 1A - RAIL TRAIL PHASE 2	\$1,014.88	25024210-80230	INFRASTRUCTURE	\$1,014.88
	97826	TASK 2 - RAIL TRAIL PHASE 2	\$1,243.49	25024210-80230	INFRASTRUCTURE	\$1,243.49
	94776 REVISED	TASK 1B - RAIL TRAIL PHASE 2	\$1,430.07	25024210-80230	INFRASTRUCTURE	\$1,430.07
	94775 REVISED	TASK 1A - RAIL TRAIL PHASE 2	\$1,794.63	25024210-80230	INFRASTRUCTURE	\$1,794.63
	97827	TASK 3 - RAIL TRAIL PHASE 2	\$1,898.05	25024210-80230	INFRASTRUCTURE	\$1,898.05
	97830	TASK 4 - RAIL TRAIL PHASE 2	\$1,943.63	25024210-80230	INFRASTRUCTURE	\$1,943.63
	96261 REVISED	TASK 3 - RAIL TRAIL PHASE 2	\$2,000.00	25024210-80230	INFRASTRUCTURE	\$2,000.00
	97825	TASK 1B - RAIL TRAIL PHASE 2	\$2,398.65	25024210-80230	INFRASTRUCTURE	\$2,398.65
	96270 REVISED	TASK 7 - RAIL TRAIL PHASE 2	\$2,556.77	25024210-80230	INFRASTRUCTURE	\$2,556.77
	94779 REVISED	TASK 5 - RAIL TRAIL PHASE 2	\$2,860.11	25024210-80230	INFRASTRUCTURE	\$2,860.11
	97833	TASK 7 - RAIL TRAIL PHASE 2	\$3,217.61	25024210-80230	INFRASTRUCTURE	\$3,217.61
	96267 REVISED	TASK 6 - RAIL TRAIL PHASE 2	\$4,036.30	25024210-80230	INFRASTRUCTURE	\$4,036.30
	97828	TASK 3 - RAIL TRAIL PHASE 2	\$4,768.19	25024210-80230	INFRASTRUCTURE	\$4,768.19
	95293 REVISED	TASK 2 - RAIL TRAIL PHASE 2	\$4,795.24	25024210-80230	INFRASTRUCTURE	\$4,795.24

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GHD INC	96258 REVISED	TASK 3 - RAIL TRAIL PHASE 2	\$6,220.26	25024210-80230	INFRASTRUCTURE	\$6,220.26
	96266 REVISED	TASK 5 - RAIL TRAIL PHASE 2	\$14,440.77	25024210-80230	INFRASTRUCTURE	\$14,440.77
	95892 REVISED	TASK 3 - RAIL TRAIL PHASE 2	\$14,614.55	25024210-80230	INFRASTRUCTURE	\$14,614.55
	97834	TASK 6 - RAIL TRAIL PHASE 2	\$21,154.71	25024210-80230	INFRASTRUCTURE	\$21,154.71
	Vendor Total:					\$94,761.07
GHILOTTI CONSTRUCTION COMPANY INC	5786*04	TRANSPORTATION IMPROVEMENTS RE	\$57,622.50	10024220-80230	INFRASTRUCTURE	\$57,622.50
	5787*03	TALMAGE ROAD INTERCHANGE SPEC	\$114,740.40	10024220-80230	INFRASTRUCTURE	\$114,740.40
	Vendor Total:					\$172,362.90
GI JOES ARMY-NAVY	140728	SIERRA JACKET CARHART	\$130.04	10022100-54100	SUPPLIES	\$130.04
	140719	SIERRA JACKET CARHARTT	\$130.04	10022100-54100	SUPPLIES	\$130.04
	140241	OVAL ALUMINUM CARABINER	\$38.96	80026110-54100	SUPPLIES	\$38.96
Vendor Total:					\$299.04	
GOLDEN GATE BRIDGE TOLL	I691838258206	GOLDEN GATE BRIDGE TOLL	\$7.75	10020210-54100	SUPPLIES	\$7.75
	T711848073287	TOLL EVASION - POLICE	\$30.00	10020210-54100	SUPPLIES	\$30.00
Vendor Total:					\$37.75	
GOLDEN STATE RISK	1715100216	UVFA WORKER'S COMP LIABILITY	\$22,431.94	10021210-52521	LIABILITY INSURANCE PREMIUM	\$11,215.97
				91521400-52521	LIABILITY INSURANCE PREMIUM	\$11,215.97
				Vendor Total:		
GRAINGER INC	9749189552	SEWAGE PUMP	\$782.89	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$782.89
Vendor Total:					\$782.89	
GRANITE CONSTRUCTION COMPANY	1362085	MISC ROCK & ROAD PATCH MATERIA	\$250.35	84024421-54100	SUPPLIES	\$250.35
Vendor Total:					\$250.35	
IDEXX DISTRIBUTION INC	3029420735	WWTP SUPPLIES	\$48.88	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.20)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.05)
				84024425-54100	SUPPLIES	\$0.25

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
IDEXX DISTRIBUTION INC	3029420735	WWTP SUPPLIES	\$48.88	84024425-54100	SUPPLIES	\$48.88
Vendor Total:						\$48.88
INTEGRITY SHRED	80253	DOCUMENT SHREDDING	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
Vendor Total:						\$57.00
INTERCOUNTY MECHANICAL & ELECTRICAL INC	6418	REPAIRS AS NEEDED - WTP	\$110.00	82024411-52100	CONTRACTED SERVICES	\$110.00
Vendor Total:						\$110.00
INTERSTATE BATTERIES	380032309	BATTERIES	\$102.40	10021210-56130	EXTERNAL SERVICES	\$102.40
	366214	BATTERIES	\$96.89	82024411-54100	SUPPLIES	\$96.89
Vendor Total:						\$199.29
INTERWEST CONSULTING GROUP INC	39898	GIS SERVICES - ON-CALL AND AS	\$157.50	10024210-52100	CONTRACTED SERVICES	\$157.50
	38581	GIS SERVICES - ON-CALL AND AS	\$210.00	82024414-52100	CONTRACTED SERVICES	\$105.00
				84024421-52100	CONTRACTED SERVICES	\$105.00
Vendor Total:						\$367.50
J & M LOCK	34498	DUPLICATE KEYS, REPAIRS & MISC	\$15.34	10020210-56130	EXTERNAL SERVICES	\$15.34
	33514	BUILDING MAINTENANCE, INSTALLA	\$1,340.71	80100000-80230	INFRASTRUCTURE	\$1,340.71
	34487	DUPLICATE KEYS, REPAIRS & MISC	\$24.30	10020210-54100	SUPPLIES	\$24.30
	34499	DUPLICATE KEYS, REPAIRS & MISC	\$312.62	10022100-54100	SUPPLIES	\$312.62
Vendor Total:						\$1,692.97
JAMES REESE	19006	JANITORIAL SERVICES	\$490.00	73022600-56300	BUILDING MAINT. & REPAIR	\$490.00
Vendor Total:						\$490.00
JAROD THIELE	DV041118	REIMBURSEMENT - CONSTRUCTION MTG LUNCH	\$43.73	10024210-57100	LEARNING AND DEVELOPMENT	\$43.73
Vendor Total:						\$43.73
JULIE WEBB	TR 4/4/18	TRAVEL REIMBURSEMENT	\$49.00	10022832-57100	LEARNING AND DEVELOPMENT	\$49.00
Vendor Total:						\$49.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
KAREN ADAIR	84218	STRATEGIC PLAN REPORT	\$2,827.50	63020210-52100	CONTRACTED SERVICES	\$2,827.50
					Vendor Total:	\$2,827.50
KARIN RONK	TA 4/29-5/2/18	TRAVEL ADVANCE	\$738.17	10020224-57100	LEARNING AND DEVELOPMENT	\$663.17
				20620232-57100	LEARNING AND DEVELOPMENT	\$75.00
					Vendor Total:	\$738.17
KELLY-MOORE PAINT COMPANY INC	910-00000279878	MISCELLANEOUS PURCHASES AS REQ	\$3.86	30200000-52100	CONTRACTED SERVICES	\$3.86
	910-00000279900	MISCELLANEOUS PURCHASES AS REQ	\$17.23	30200000-52100	CONTRACTED SERVICES	\$17.23
	910-00000279877	MISCELLANEOUS PURCHASES AS REQ	\$144.54	30200000-52100	CONTRACTED SERVICES	\$144.54
					Vendor Total:	\$165.63
KIMBALL MIDWEST	6270266	GARAGE TOOLS & SUPPLIES	\$254.43	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.18)
				20324100-56112	EQUIPMENT PARTS FOR RESALE	\$1.18
				20324100-56112	EQUIPMENT PARTS FOR RESALE	\$254.43
					Vendor Total:	\$254.43
LARRY WALKER ASSOCIATES INC	00564.02-10	APPLICATION PREPARATION (NPDES)	\$850.00	84024425-52114	COMPLIANCE STUDIES	\$850.00
					Vendor Total:	\$850.00
LES SCHWAB TIRE CENTER	64000354506	LOADER TIRES	\$4,818.20	10024220-56130	EXTERNAL SERVICES	\$24.00
				10024220-56130	EXTERNAL SERVICES	\$40.00
				10024220-56130	EXTERNAL SERVICES	\$42.00
				10024220-56130	EXTERNAL SERVICES	\$378.80
				10024220-56130	EXTERNAL SERVICES	\$4,333.40
					Vendor Total:	\$4,818.20
LOGMEIN USA INC	1207142312	GOTOMEETING RENEWAL	\$5,769.00	20913900-54320	SOFTWARE	\$5,769.00
					Vendor Total:	\$5,769.00
LORELEI SCOTT	5385	WILD GARDENS THANK YOU SIGN	\$1,225.60	31022700-80230	INFRASTRUCTURE	\$1,225.60
					Vendor Total:	\$1,225.60

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MARK CLEMENTI PHD	04-03-18	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION	\$685.00	10020210-52100	CONTRACTED SERVICES	\$685.00
					Vendor Total:	\$685.00
MATT ANLIKER	TR 4/17/18	TRAVEL REIMBURSEMENT	\$30.00	84024420-57100	LEARNING AND DEVELOPMENT	\$30.00
					Vendor Total:	\$30.00
MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY	CU4318	DISPOSAL FEES	\$25.25	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$25.25
					Vendor Total:	\$25.25
MILLVIEW COUNTY WATER DISTRICT	UVFD APR 18	WATER SERVICE- LOVERS LANE	\$83.73	10021210-55210	UTILITIES	\$41.86
				91521400-55210	UTILITIES	\$41.87
					Vendor Total:	\$83.73
NCPA	006102-0418022	NCPA APR-18	\$570,949.00	80026440-58104	NCPA MANAGEMENT SERVICES	\$49,713.00
				80026440-58101	NCPA PLANT GENERATION	\$161,569.00
				80026440-58102	NCPA POWER PURCHASES	\$277,534.00
				80026440-58105	NCPA THIRD PARTY SALES	(\$59,707.00)
				80026440-58103	NCPA TRANSMISSION	\$141,840.00
					Vendor Total:	\$570,949.00
NICK KIRBY	TR 3/16-17/18	TRAVEL REIMBURSEMENT	\$170.35	82024414-57100	LEARNING AND DEVELOPMENT	\$170.35
					Vendor Total:	\$170.35
ONE TIME PAY VENDOR	DV041018	DEPOSIT REIMBURSEMENT	\$500.00	73000000-10410	ACCOUNTS RECEIVABLE	\$500.00
	DV040918	REC CLASS REFUND	\$32.00	10022850-44915	RECREATION PROGRAM INCOME	\$32.00
	DV40518	REC CLASS REFUND	\$99.00	10022850-44915	RECREATION PROGRAM INCOME	\$99.00
					Vendor Total:	\$631.00
PACE SUPPLY CORPORATION	024483106	MISCELLANEOUS ITEMS AS NEEDED	\$101.06	80026110-54100	SUPPLIES	\$101.06
					Vendor Total:	\$101.06

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PARADIGM MUSIC LLC	CONCERT 8/12/18	2018 SUNDAYS IN THE PARK - "TH	\$1,500.00	90000000-23226	CONCERT SERIES	\$1,500.00
					Vendor Total:	\$1,500.00
PAYMENTUS GROUP INC	US18030041	CREDIT CARD PROCESSING SERVICE	\$2,908.43	20513300-52100	CONTRACTED SERVICES	\$2,908.43
					Vendor Total:	\$2,908.43
PERISCOPE HOLDINGS	SI-4070	COMMODITY CODE LICENSE RENEWAL	\$505.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$505.00
					Vendor Total:	\$505.00
PETERSON TRUCKS INC	118881P	VEHICLE MAINTENANCE	\$527.94	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$263.97
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$263.97
	284067P	BLADES, TOWELS, FILTER	\$52.01	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$31.47
				10020210-56130	EXTERNAL SERVICES	\$8.86
				80026400-56130	EXTERNAL SERVICES	\$11.68
					Vendor Total:	\$579.95
PG&E CO	1522-8 APR 18	GAS AND ELECTRIC SERVICES	\$24.42	10021210-55210	UTILITIES	\$12.21
				91521400-55210	UTILITIES	\$12.21
	6833-2 APR 18	GAS AND ELECTRIC SERVICES	\$508.41	10021210-55210	UTILITIES	\$254.21
				91521400-55210	UTILITIES	\$254.20
	6124-2 APR 18	GAS AND ELECTRIC SERVICES	\$974.12	10021210-55210	UTILITIES	\$487.06
				91521400-55210	UTILITIES	\$487.06
					Vendor Total:	\$1,506.95
PHENOVA	138393	CHLORINE	\$107.15	84024425-58202	CHEMICALS	\$107.15
					Vendor Total:	\$107.15
PINPOINT PRODUCTS	2001-A	ROAD AND HIGHWAY EQUIPMENT (EX	\$6,021.31	80026110-54102	SMALL TOOLS	\$1,000.00
				80026120-54102	SMALL TOOLS	\$1,997.01
				80026120-54100	SUPPLIES	\$3,024.30
					Vendor Total:	\$6,021.31
POWER INDUSTRIES INC	753807	DBL JACKET, STEEL BUSHING, PIPE BUSHING	\$183.86	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.85)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
POWER INDUSTRIES INC	753807	DBL JACKET, STEEL BUSHING, PIPE BUSHING	\$183.86	10024220-56130	EXTERNAL SERVICES	\$0.85
				10024220-56130	EXTERNAL SERVICES	\$183.86
	753513	DBL JACKET, NOZZEL	\$335.51	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.55)
				10024220-56130	EXTERNAL SERVICES	\$1.55
				10024220-56130	EXTERNAL SERVICES	\$335.51
				Vendor Total:		\$519.37
PR BUSHBY SHARPENING INC	481760	CHAINSAW SHARPENING	\$40.00	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$20.00
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$20.00
				Vendor Total:		\$40.00
PUBLIC SERVICE DEPARTMENT	CITY FEB 18	FEB 18 CITY UTILITIES	\$67,994.26	80626450-52133	MONTHLY DISCOUNT PROGRAM	\$140.73
				10012400-55210	UTILITIES	\$246.70
				10022100-55210	UTILITIES	\$6,520.43
				10022300-55210	UTILITIES	\$3,881.49
				10024214-55210	UTILITIES	\$482.85
				10024220-55210	UTILITIES	\$453.11
				20620231-55210	UTILITIES	\$59.51
				20822500-55210	UTILITIES	\$5,554.39
				20824300-55210	UTILITIES	\$2,087.67
				25024300-55210	UTILITIES	\$23.95
				31400000-55210	UTILITIES	(\$833.24)
				64020213-55210	UTILITIES	\$467.64
				69122700-55210	UTILITIES	\$1,586.14
				73022600-55210	UTILITIES	\$2,053.03
				77725200-55210	UTILITIES	\$2,711.19
				80026400-55210	UTILITIES	\$1,861.90
				80526610-55210	UTILITIES	\$9,086.50
				82024411-55210	UTILITIES	\$8,324.60
				84024421-55210	UTILITIES	\$69.48

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	CITY FEB 18	FEB 18 CITY UTILITIES	\$67,994.26	84024425-55210	UTILITIES	\$23,216.19
	81411-1 UVFA MAR 18	SEWER SERVICE - UVFA	\$53.47	10021210-55210	UTILITIES	\$26.74
				91521400-55210	UTILITIES	\$26.73
	90558-8 UVFA MAR 18	SEWER SERVICE - UVFA	\$79.87	10021210-55210	UTILITIES	\$39.93
				91521400-55210	UTILITIES	\$39.94
	107667-8	UKIAH GOLF COURSE CITY BILL	(\$1,759.87)	72022400-55210	UTILITIES	(\$1,759.87)
	107670-2	UKIAH GOLF COURSE CITY BILL	(\$354.37)	72022400-55210	UTILITIES	(\$354.37)
	107669-4	UKIAH GOLF COURSE CITY BILL	\$67.29	72022400-55210	UTILITIES	\$67.29
	107672-8	UKIAH GOLF COURSE CITY BILL	\$123.87	72022400-55210	UTILITIES	\$123.87
					Vendor Total:	\$66,204.52
RAY A MORGAN COMPANY	2013428	COPIER LEASE AND SERVICE	\$67.87	10021210-52100	CONTRACTED SERVICES	\$33.94
				91521400-52100	CONTRACTED SERVICES	\$33.93
					Vendor Total:	\$67.87
REDWOOD COAST FUELS	1920783	CARDLOCK FUEL PURCHASES	\$237.82	10021210-56210	FUEL & FLUIDS	\$237.82
	1920782	CARDLOCK FUEL PURCHASES	\$292.99	10021210-56210	FUEL & FLUIDS	\$292.99
	1921633	FUEL FOR ENGINES & TRUCKS	\$1,384.58	10021210-56210	FUEL & FLUIDS	\$692.29
				91521400-56210	FUEL & FLUIDS	\$692.29
	0087974	CARDLOCK FUEL PURCHASES	\$294.83	20824300-56210	FUEL & FLUIDS	\$294.83
	1923589	CARDLOCK FUEL PURCHASES	\$42.70	20324100-58410	GARAGE LUBRICANTS & PARTS	\$42.70
					Vendor Total:	\$2,252.92
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	0001037-IN	WORKER'S COMP DEDUCTIBLE	\$56,134.79	20112400-52525	WORKER'S COMP. EXPENSE	\$56,134.79
					Vendor Total:	\$56,134.79
REDWOOD FORD	128056	PARTS & SERVICE REPAIRS AS NEE	\$24.63	10020210-56130	EXTERNAL SERVICES	\$24.63
	128215	PARTS & SERVICE REPAIRS AS NEE	\$28.36	10020210-56130	EXTERNAL SERVICES	\$28.36
	128240	PARTS & SERVICE REPAIRS AS NEE	\$28.36	10020210-56130	EXTERNAL SERVICES	\$28.36

List of Checks Presented for Approval on 4/20/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD FORD	128157	PARTS & SERVICE REPAIRS AS NEE	\$28.98	10020210-56130	EXTERNAL SERVICES	\$28.98
	128161	PARTS & SERVICE REPAIRS AS NEE	\$58.55	10020210-56130	EXTERNAL SERVICES	\$58.55
	128139	PARTS & SERVICE REPAIRS AS NEE	\$70.04	10020210-56130	EXTERNAL SERVICES	\$70.04
	128134	PARTS & SERVICE REPAIRS AS NEE	\$145.01	10020210-56130	EXTERNAL SERVICES	\$145.01
	128124	PARTS & SERVICE REPAIRS AS NEE	\$596.73	10020210-56130	EXTERNAL SERVICES	\$596.73
	127539	PARTS & SERVICE REPAIRS AS NEE	\$114.41	10022100-56130	EXTERNAL SERVICES	\$114.41
	128061	PARTS & SERVICE REPAIRS AS NEE	\$65.68	10024210-56130	EXTERNAL SERVICES	\$65.68
Vendor Total:						\$1,160.75
REDWOOD TREE SERVICE STATIONS INC	MAR 18	CAR WASHES & INTERIOR CLEANING	\$82.00	10020210-56130	EXTERNAL SERVICES	\$82.00
	Vendor Total:					\$82.00
REGIONAL GOVERNMENT SERVICES AUTHORITY	8126	PAYROLL CONSULTING SERVICES	\$518.45	10013400-52100	CONTRACTED SERVICES	\$518.45
	Vendor Total:					\$518.45
RICHARD ANDERSON	2018-0413-1	AGREEMENT FOR PROF.SVC'S FOR W	\$2,525.00	20913900-52100	CONTRACTED SERVICES	\$2,525.00
	Vendor Total:					\$2,525.00
ROBERT JAMES COCHRAN	000092	PHOTOGRAPHY SERVICES	\$650.00	75012700-52515	ADVERTISING & PUBLICATION	\$650.00
	Vendor Total:					\$650.00
ROUND TABLE PIZZA	02-5073	NIGHT CREW DINNER	\$183.08	10024210-57100	LEARNING AND DEVELOPMENT	\$183.08
	02-5596	NIGHT CREW DINNER	\$218.75	83024430-54100	SUPPLIES	\$218.75
	Vendor Total:					\$401.83
SHI INTERNATIONAL CORP	B07971518	CHECK POINT LICENSING	\$32,656.65	20913900-54320	SOFTWARE	\$32,656.65
	Vendor Total:					\$32,656.65
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	95541	MATERIALS AND COMPACTIONS TEST	\$3,056.60	10024220-80230	INFRASTRUCTURE	\$3,056.60
	95610	DESIGN & CONST. MGMNT FOR ZONE	\$36.25	82224413-80230	INFRASTRUCTURE	\$36.25
	Vendor Total:					\$3,092.85

List of Checks Presented for Approval on 4/20/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SOLID WASTES SYSTEMS INC	367605	MISCELLANEOUS DUMP FEES	\$156.09	10024220-54120	PW - SPECIAL SUPPLIES	\$10.95
				10024220-54120	PW - SPECIAL SUPPLIES	\$12.78
				10024220-54120	PW - SPECIAL SUPPLIES	\$15.73
				10024220-54120	PW - SPECIAL SUPPLIES	\$17.52
				10024220-54120	PW - SPECIAL SUPPLIES	\$17.52
				10024220-54120	PW - SPECIAL SUPPLIES	\$23.59
				10024220-54120	PW - SPECIAL SUPPLIES	\$26.54
				10024220-54120	PW - SPECIAL SUPPLIES	\$31.46
				Vendor Total:		\$156.09
STATE WATER RESOURCES CONTROL BOARD	496464	SWPPP FEES FOR RECYCLED WATER CONSTRUCTION	\$778.00	83024430-59101	FEES	\$778.00
	496315	SWPPP FOR RECYCLED WATER CONSTRUCTION	\$2,332.00	83024430-59101	FEES	\$2,332.00
	DV040918	WASTEWATER OPERATOR CERTIFICATION	\$150.00	84024425-57100	LEARNING AND DEVELOPMENT	\$150.00
Vendor Total:						\$3,260.00
STEPHEN SUMMERS	DV041018	INSTRUCTOR	\$271.00	10022850-52100	CONTRACTED SERVICES	\$271.00
					Vendor Total:	\$271.00
SYAR INDUSTRIES INC	681660	ASPHALT AS NEEDED	\$1,981.32	10024220-54121	PW - ASPHALT CONCRETE	\$1,981.32
					Vendor Total:	\$1,981.32
THE EMPIRE AGENCY INC	CONCERT 7/29/18	2018 SUNDAYS IN THE PARK - "DI	\$1,750.00	90000000-23226	CONCERT SERIES	\$1,750.00
					Vendor Total:	\$1,750.00
THE LYMAN GROUP, INC	5207589	PINE SHAVINGS	\$7.29	84024425-54100	SUPPLIES	\$7.29
					Vendor Total:	\$7.29
THOMAS KIELY	TA 4/29 - 5/4/18	TRAVEL ADVANCE	\$1,261.88	10020210-57100	LEARNING AND DEVELOPMENT	\$1,261.88
					Vendor Total:	\$1,261.88
THOMSON REUTERS BARCLAYS	838084834	MONTHLY SUBSCRIPTION RENEWAL	\$147.96	91521400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$147.96
					Vendor Total:	\$147.96

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
TIM POMA	DV041618	REIMBURSE SUPPLIES FOR BOUNCE TO THE STARS	\$138.78	90000000-23243	FAMILY FUN IN THE SUN	\$138.78
					Vendor Total:	\$138.78
TIMOTHY SCOTT POMA	DV041118	INSTRUCTOR	\$48.00	10022850-52100	CONTRACTED SERVICES	\$48.00
					Vendor Total:	\$48.00
TRI AIR TESTING INC	115671	EDITION AIR ANALYSIS	\$191.40	10021210-54100	SUPPLIES	\$191.40
					Vendor Total:	\$191.40
UKIAH AUTO PARTS	46326	PARTS AS NEEDED	\$10.21	10021210-56130	EXTERNAL SERVICES	\$5.11
				91521400-56130	EXTERNAL SERVICES	\$5.10
					Vendor Total:	\$10.21
UKIAH DAILY JOURNAL	0006119087	PUBLICATION	\$55.10	10023100-52100	CONTRACTED SERVICES	\$55.10
	0006115928	PUBLICATION	\$115.48	10023100-52100	CONTRACTED SERVICES	\$115.48
	0006124711	PUBLICATION	\$125.01	10023100-52100	CONTRACTED SERVICES	\$125.01
	0006127816	LEGAL NOTICE PUBLICATIONS FY 1	\$91.65	10012500-52150	LEGAL SERVICES/EXPE NSES	\$91.65
	0006119586	LEGAL NOTICE PUBLICATIONS FY 1	\$215.58	10012500-52150	LEGAL SERVICES/EXPE NSES	\$215.58
	0006114455	PUBLICATION	\$88.22	20413500-54100	SUPPLIES	\$88.22
					Vendor Total:	\$691.04
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN20366	JANITORIAL SERVICES - WWTP FYE	\$800.00	84024425-52100	CONTRACTED SERVICES	\$800.00
					Vendor Total:	\$800.00
UKIAH WASTE SOLUTIONS INC	367488	BIOSOLID REMOVAL	\$7,354.00	84024425-52100	CONTRACTED SERVICES	\$7,354.00
					Vendor Total:	\$7,354.00
UNIVAR USA INC	SJ873041	LIQUID SODIUM HYPOCHLORITE 12.	\$3,560.76	84024425-58202	CHEMICALS	\$3,560.76
	SJ871371	SODIUM BISULFITE	\$4,038.20	84024425-58202	CHEMICALS	\$4,038.20
					Vendor Total:	\$7,598.96
US BANK EQUIPMENT FINANCE	354906216	COPYSTAR LEASE	\$155.94	10021210-54500	EQUIP RENTS AND LEASES	\$77.97
				91521400-54500	EQUIP RENTS AND LEASES	\$77.97
					Vendor Total:	\$155.94

List of Checks Presented for Approval on 4/20/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VALLEY AUTO CENTER INC	277209	MISC PARTS AS NEEDED	\$213.49	10021210-56130	EXTERNAL SERVICES	\$213.49
	276711	MISC PARTS AS NEEDED	\$39.24	80026400-56130	EXTERNAL SERVICES	\$39.24
Vendor Total:						\$252.73
VERGIL THOMAS MASSEY	326048	CHAINSAW REPAIRS	\$171.55	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$85.78
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$85.77
Vendor Total:						\$171.55
WAGNER & BONSIGNORE	04-18-062	ENG SVCS FOR WATER RIGHT PERMI	\$339.76	82024410-52100	CONTRACTED SERVICES	\$339.76
Vendor Total:						\$339.76
WASTE MANAGEMENT	272738-2561-3	GARBAGE SERVICE- SOUTH STATION	\$64.50	10021210-55210	UTILITIES	\$32.25
				91521400-55210	UTILITIES	\$32.25
	2727236-2561-7	GARBAGE SERVICE: NORTH STATION	\$64.50	10021210-55210	UTILITIES	\$32.25
				91521400-55210	UTILITIES	\$32.25
Vendor Total:						\$129.00
WESCO DISTRIBUTION INC	589034	ELECTRICAL EQUIPMENT AND SUPPL	\$237.12	80000000-12104	INVENTORY - PURCHASES	\$237.12
	592195	ELECTRICAL EQUIPMENT AND SUPPL	\$442.17	80000000-12104	INVENTORY - PURCHASES	\$442.17
	592196	ELECTRICAL EQUIPMENT AND SUPPL	\$596.06	80000000-12104	INVENTORY - PURCHASES	\$596.06
	587416	ELECTRICAL EQUIPMENT AND SUPPL	\$695.77	80000000-12104	INVENTORY - PURCHASES	\$695.77
	595200	ELECTRICAL EQUIPMENT AND SUPPL	\$859.89	80000000-12104	INVENTORY - PURCHASES	\$859.89
	596774	PHOTOCELL, RIPLEY	\$964.54	80000000-12104	INVENTORY - PURCHASES	\$964.54
	596773	MULE TAPE	\$507.20	80026120-54100	SUPPLIES	\$507.20
Vendor Total:						\$4,302.75
WEST YOST ASSOCIATED	2034749	GRANT MANAGEMENT SERVICES FOR	\$7,397.50	91190100-52100	CONTRACTED SERVICES	\$7,397.50
	2034770	PROP 1 STORM WATER RESOURCES P	\$8,133.00	91190100-52100	CONTRACTED SERVICES	\$8,133.00
	2034750	RRWA EXECUTIVE DIRECTOR SVCS 1	\$45,562.97	91190100-52100	CONTRACTED SERVICES	\$10,652.00

List of Checks Presented for Approval on 4/20/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WEST YOST ASSOCIATED	2034750	RRWA EXECUTIVE DIRECTOR SVCS 1	\$45,562.97	91190100-52100	CONTRACTED SERVICES	\$12,257.32
				91190100-52100	CONTRACTED SERVICES	\$22,653.65
				Vendor Total:		\$61,093.47
WITMER PUBLIC SAFETY GROUP	E1708495.001	TURNOUT GEAR	\$25.99	10021210-54100	SUPPLIES	\$12.99
				91521400-54100	SUPPLIES	\$13.00
	E1708495	OPERATIONAL SUPPLIES	\$516.89	10021210-54100	SUPPLIES	\$258.45
				91521400-54100	SUPPLIES	\$258.44
				Vendor Total:		\$542.88
XEROX CORP	092811537	COPIER LEASE-SEE ADD'L DESCRIP	\$178.27	69122700-52100	CONTRACTED SERVICES	\$178.27
	092811536	COPIER LEASE-SEE ADD'L DESCRIP	\$330.76	73022600-52100	CONTRACTED SERVICES	\$330.76
	092811532	COPIER LEASE-SEE ADD'L DESCRIP	\$506.92	10012200-54500	EQUIP RENTS AND LEASES	\$506.92
	092811538	COPIER LEASE-SEE ADD'L DESCRIP	\$697.93	10012200-54500	EQUIP RENTS AND LEASES	\$697.93
	092811533	XEROX CB070H COPIER LEASE	\$906.02	10012200-54500	EQUIP RENTS AND LEASES	\$906.02
	092811535	COPIER LEASE-SEE ADD'L DESCRIP	\$226.54	10020210-54500	EQUIP RENTS AND LEASES	\$124.60
				10021210-54500	EQUIP RENTS AND LEASES	\$39.65
				20620231-54500	EQUIP RENTS AND LEASES	\$11.32
				64020213-54500	EQUIP RENTS AND LEASES	\$11.32
				91521400-54500	EQUIP RENTS AND LEASES	\$39.65
	092811534	COPIER LEASE-SEE ADD'L DESCRIP	\$461.00	10020210-54500	EQUIP RENTS AND LEASES	\$253.55
				10021210-54500	EQUIP RENTS AND LEASES	\$80.68
				20620231-54500	EQUIP RENTS AND LEASES	\$23.05
				64020213-54500	EQUIP RENTS AND LEASES	\$23.04
				91521400-54500	EQUIP RENTS AND LEASES	\$80.68
Vendor Total:		\$3,307.44				
INVOICE TOTAL:					\$1,311,661.00	

List of Checks Presented for Approval on 4/27/2018

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

 5-9-18  DH 4/27/18
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail
16TH & PERALTA LLC	CONCERT 6/24/18	2018 SUNDAYS IN THE PARK - "CO	\$3,500.00	90000000-23226 CONCERT SERIES \$3,500.00
				Vendor Total: \$3,500.00
ACCURATE AIR ENGINEERING INC	L-071724	4000 HOUR SERVICE KIT FOR VEHICLES	\$379.46	90000000-20231 COUNTY MENTAL HEALTH .5% (\$1.75)
				84024425-56120 EQUIPMENT MAINTENANCE & REPAIR \$1.75
				84024425-56120 EQUIPMENT MAINTENANCE & REPAIR \$379.46
	L-071703	4000 HOUR SERVICE KIT FOR VEHICLES	\$5,092.46	90000000-20231 COUNTY MENTAL HEALTH .5% (\$22.34)
				84024425-56120 EQUIPMENT MAINTENANCE & REPAIR \$22.34
				84024425-56120 EQUIPMENT MAINTENANCE & REPAIR \$5,092.46
	L-071643	OIL FILTERS	\$548.78	84024425-56120 EQUIPMENT MAINTENANCE & REPAIR \$548.78
				Vendor Total: \$6,020.70
AL SMATSKY	47	DESIGN, ENGINEERING & CONSULTAN	\$22,544.46	80126100-80230 INFRASTRUCTURE \$22,544.46
				Vendor Total: \$22,544.46
ALPHA ANALYTICAL LABORATORIES INC	8021627-UKIAHLF	MONITORING WELLS - QUARTERLY	\$3,457.95	70024500-52100 CONTRACTED SERVICES \$3,457.95
	8021551-UKIAHLF	SURFACE WATER - 5YR COC'S	\$3,540.95	70024500-52100 CONTRACTED SERVICES \$3,540.95
	8021751-UKIAHLF	MONITORING WELLS - QUARTERLY	\$4,690.95	70024500-52100 CONTRACTED SERVICES \$4,690.95
				Vendor Total: \$11,689.85
ALTEC INDUSTRIES INC	10927790	BEARINGS, CAPSCREW, SOCKET	\$37.32	80026400-56130 EXTERNAL SERVICES \$37.32
				Vendor Total: \$37.32
AMAZON CAPITAL SERVICES	14CQ-TTH9-L69M	FUJITSU FI-7160 COLOR SCANNER	\$975.80	10021210-54330 COMPUTER AND TECHNOLOGY \$487.90
				91521400-54330 COMPUTER AND TECHNOLOGY \$487.90

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1XHH-LJGK-MML4	SPEAKER MICROPHONE W/ EARJACK	\$81.68	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.41)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.10)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.41)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.41)
				90000000-23013	STATE USE TAX LIABILITY	(\$5.92)
				77725200-54100	SUPPLIES	\$7.25
				77725200-54100	SUPPLIES	\$81.68
	14YF-PKL9-RKJJ	WIRELESS MOUSE	\$91.57	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.46)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.46)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.46)
				90000000-23013	STATE USE TAX LIABILITY	(\$6.63)
				84024425-54100	SUPPLIES	\$8.13
				84024425-54100	SUPPLIES	\$91.57
	13M9-6JW7-JGVW	TOPTHERM FILTER FAN	\$377.32	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.89)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.47)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.89)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$33.50
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$377.32
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.89)
				90000000-23013	STATE USE TAX LIABILITY	(\$27.36)
	1GP3-GX91-HYRT	COMPUTER DESK & FILE	\$697.75	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$3.49)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.87)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.49)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$3.49)

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail			
AMAZON CAPITAL SERVICES	1GP3-GX91-HYRT	COMPUTER DESK & FILE	\$697.75	90000000-23013	STATE USE TAX LIABILITY	(\$5.06)	
				82024411-54100	SUPPLIES	\$16.40	
				82024411-54100	SUPPLIES	\$697.75	
	1NNX-7MTH-D93F	MACHINERY SKATES SET	\$811.99	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$4.06)	
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.01)	
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.06)	
				90000000-23028	MEASURE Y DISTRICT TAX	(\$4.06)	
				20824300-54102	SMALL TOOLS	\$72.06	
				20824300-54102	SMALL TOOLS	\$811.99	
				90000000-23013	STATE USE TAX LIABILITY	(\$58.87)	
	1T3H-P14D-Q3WM	ENVELOPES 9X12	\$24.34	80026400-54100	SUPPLIES	\$24.34	
	Vendor Total:					\$3,060.45	
	AMERICAN RAIL ENGINEERS CORPORATION	N3_021-01	ENCROACHMENT PERMIT REVIEW	\$2,500.00	25024210-80230	INFRASTRUCTURE	\$2,500.00
						Vendor Total:	
AMWINS GROUP BENEFITS INC	5288984	MAY 18 RETIREE HEALTH INSURANCE	\$992.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$992.00	
					Vendor Total:		\$992.00
AT&T MOBILITY	832056361X0 4142018	APN MODEMS	\$507.51	10020210-55100	TELEPHONE	\$507.51	
	832118877X0 4142018	VOICE & DATA CELL PHONES	\$265.22	10022300-55100	TELEPHONE	\$50.51	
					20620231-55100	TELEPHONE	\$13.61
					77725200-55100	TELEPHONE	\$34.62
					80026400-55100	TELEPHONE	\$85.00
					82024410-55100	TELEPHONE	\$13.61
					82024411-55100	TELEPHONE	\$14.13
					82024411-55100	TELEPHONE	\$26.52
					84024421-55100	TELEPHONE	\$27.22
	875108535X0 4142018	VOICE & DATA CELL PHONES	\$35.29	84024421-55100	TELEPHONE	\$35.29	
	Vendor Total:					\$808.02	

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail	
BAY AREA BARRICADE SERVICE INC	0353514-IN	REFLECTIVE CONE SIGNS	\$794.11	90000000-20231	COUNTY MENTAL HEALTH .5% (\$3.59)
				10024220-54120	PW - SPECIAL SUPPLIES \$3.59
				10024220-54120	PW - SPECIAL SUPPLIES \$794.11
					Vendor Total: \$794.11
BLUEPRINTS & COPIES	53636	PAPER, DRAFTING SUPPLIES, PLAN COPIES	\$149.02	10000000-48110	MISCELLANEOUS RECEIPTS \$149.02
					Vendor Total: \$149.02
BRANDON KIGHT VISUAL CREATIONS	1809	HOMETOWN HEROE BANNERS CREATIO	\$1,942.13	90000000-23265	HOMETOWN HEROES PROGRAM \$1,942.13
					Vendor Total: \$1,942.13
BROADCASTING CORP OF MENDOCINO CO	590-00026-0000	2017 AIRPORT DAYS BROADCASTING	\$250.00	77725200-54100	SUPPLIES \$250.00
					Vendor Total: \$250.00
CA BUILDING STANDARDS COMMISSION	JAN-MAR 2018	QUARTERLY REPORT FOR BSA	\$308.00	90000000-23027	BUILDING STDS ADMIN SPEC FD \$342.00
				10000000-48110	MISCELLANEOUS RECEIPTS (\$34.00)
					Vendor Total: \$308.00
CAROLLO ENGINEERS INC	0166041	DESIGN PHASES I&II RECYCLED WATER	\$36,783.22	83024430-80230	INFRASTRUCTURE \$36,783.22
					Vendor Total: \$36,783.22
CHROMAGRAPHS	63749	BUSINESS CARDS	\$521.24	10021210-54100	SUPPLIES \$260.62
				91521400-54100	SUPPLIES \$260.62
					Vendor Total: \$521.24
COLE GOWAN	TA 5/10/18	TRAVEL ADVANCE	\$20.00	10022100-57100	LEARNING AND DEVELOPMENT \$20.00
					Vendor Total: \$20.00
COMCAST	4635 APR 18	INTERNET SERVICES	\$257.00	20913900-55100	TELEPHONE \$257.00
					Vendor Total: \$257.00
CPS HR CONSULTING	SOP46340	FIREFIGHTER WRITTEN EXAM	\$621.50	10016100-54163	INTERVIEW SUPPLIES \$621.50
					Vendor Total: \$621.50
CROP PRODUCTION SERVICES	35419803	WEED SPRAYS & CHEMICALS AS NEEDED	\$363.64	10022100-54100	SUPPLIES \$363.64
					Vendor Total: \$363.64
CROUX HESTON KOPLIN	1037	CATERING SERVICES	\$397.50	73022600-54100	SUPPLIES \$397.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CROUX HESTON KOPLIN	1039	CATERING SERVICES	\$432.00	73022600-54100	SUPPLIES	\$432.00
					Vendor Total:	\$829.50
DANIEL FLORES	DV042618	BOOT REIMBURSEMENT	\$150.00	10024210-54100	SUPPLIES	\$50.00
				82024410-54100	SUPPLIES	\$50.00
				84024420-54100	SUPPLIES	\$50.00
					Vendor Total:	\$150.00
DANIEL SPENCE	DV042518	REIMBURSEMENT LIFEGUARDING INSTRUCTOR CLASS	\$225.00	10022300-57100	LEARNING AND DEVELOPMENT	\$225.00
					Vendor Total:	\$225.00
DAVID KIRCH	TA 5/5-8/18	TRAVEL ADVANCE	\$305.64	20324100-57100	LEARNING AND DEVELOPMENT	\$305.64
					Vendor Total:	\$305.64
DC ELECTRIC GROUP INC	40327	QUARTERLY CAMERA RENTAL STATE & HASTINGS	\$600.00	10024214-52100	CONTRACTED SERVICES	\$600.00
					Vendor Total:	\$600.00
DEEP VALLEY SECURITY	327508.3	ALARM SERVICES PER ATTACHED CO	\$52.95	80026400-52100	CONTRACTED SERVICES	\$52.95
	327009	CELL PRIMARY MONITORING FEE	\$31.32	80126100-80230	INFRASTRUCTURE	\$31.32
	327508.4	SEALARM SERVICES PER ATTACHED CO	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	327508	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

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	327508	ALARM SERVICES PER ATTACHED CO	\$379.50	82024411-52180	SECURITY SERVICES	\$24.95
	327508.1	ALARM SERVICES PER ATTACHED CO	\$24.95	20824300-52180	SECURITY SERVICES	\$24.95
	327508.2	ALARM SERVICES PER ATTACHED CO	\$36.95	20824300-52180	SECURITY SERVICES	\$36.95
Vendor Total:						\$565.62
DELL MARKETING LP	10235929960	LCD MONITORS & PRIVACY FILTER	\$707.11	10020210-54100	SUPPLIES	\$707.11
Vendor Total:						\$707.11
DEPARTMENT TRANSPORTATION	DV042518	ENCROACHMENT PERMIT FEE - RECYCLED WATER PROJECT	\$6,630.00	83024430-59101	FEES	\$6,630.00
Vendor Total:						\$6,630.00
DEPT OF CONSERVATION	JAN-MAR 18	JAN-MAR 2018 SMIP TAX RETURN	\$1,717.59	90000000-23006	STRONG MOTION ED. SET ASIDE	(\$90.40)
				90000000-23005	STRONG MOTION INSTR. PROG.	\$1,807.99
Vendor Total:						\$1,717.59
DIANN LUCCHETTI	DV041918	REIMBURSEMENT LINEMANS APPRECIATION DAY LUNCH	\$84.97	80026400-54100	SUPPLIES	\$19.43
				80026400-54100	SUPPLIES	\$65.54
Vendor Total:						\$84.97
EASTSHORE CONSULTING LLC	COU-0002	PREPARATION SERVICES	\$250.00	10013400-52100	CONTRACTED SERVICES	\$250.00
Vendor Total:						\$250.00
ECONOMIC DEVELOPMENT & FINANCING CORPORATION	270	ECONOMIC DEVELOPMENT PROGRAM S	\$12,000.00	10017100-52100	CONTRACTED SERVICES	\$12,000.00
Vendor Total:						\$12,000.00
EFFICIENCY SERVICES GROUP LLC	1869	ADMIN OF EUD PUBLIC BENEFITS P	\$3,600.35	80626450-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,600.35
Vendor Total:						\$3,600.35
ELLIES MUTT HUT	613895	INTERVIEW LUNCH	\$59.10	10016100-54163	INTERVIEW SUPPLIES	\$59.10
Vendor Total:						\$59.10
EMILY DUARTE	DV042018	REIMBURSEMENT SEWER LATERAL	\$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		
EPIC AVIATION LLC	7076131	JET A FUEL	\$19,782.37	77725200-58401	AVIATION FUEL	\$19,782.37
					Vendor Total:	\$19,782.37
FORT BRAGG ELECTRIC INC	W10859	TROUBLESHOOT SEWER PUMP AT WWTP	\$294.00	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$294.00
					Vendor Total:	\$294.00
GABRIEL QUINONEZ	TR 3/16-17/18	TRAVEL REIMBURSEMENT	\$364.92	82024411-57100	LEARNING AND DEVELOPMENT	\$364.92
					Vendor Total:	\$364.92
GENERAL PACIFIC INC	1303777	TERM 15KV COLD SHRINK TERMINATION KIT	\$1,637.07	80000000-12104	INVENTORY - PURCHASES	\$1,637.07
					Vendor Total:	\$1,637.07
GHD INC	97671	TRANSPORTATION IMPROVEMENTS RE	\$14,247.13	10024220-80230	INFRASTRUCTURE	\$14,247.13
	97676	TRANSPORTATION IMPROVEMENTS RE	\$18,774.26	10024220-80230	INFRASTRUCTURE	\$18,774.26
					Vendor Total:	\$33,021.39
HOME DEPOT CREDIT SERVICES	161510	SUPPLIES FOR DAFT DRAIN	\$83.36	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$83.36
	4014543	BATTERY TENDER, DEEP PRO ORGANIZER	\$95.74	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$95.74
	8180474	LUMBER	\$10.71	84024425-56504	FACILITY MAINTENANCE & REPAIR	\$10.71
	5114766	UNIVERSAL RATCHET	\$32.48	10024220-54120	PW - SPECIAL SUPPLIES	\$32.48
	1034109	TOOLS AS NEEDED FOR EUD	\$322.96	80026210-54102	SMALL TOOLS	\$161.48
				80026220-54102	SMALL TOOLS	\$161.48
	9592076	TOOLS AS NEEDED	\$27.00	80026330-54102	SMALL TOOLS	\$27.00
	7022240	CONCRETE FOR BENCHES	\$43.42	10022100-54100	SUPPLIES	\$43.42
	5041632	CONCRETE FOR BENCHES	\$54.31	10022100-54100	SUPPLIES	\$54.31
	9014829	POOL MURAL SUPPLIES	\$26.51	10022300-54100	SUPPLIES	\$26.51
	1021151	POOL MURAL SUPPLIES	\$131.00	10022300-54100	SUPPLIES	\$131.00
	9014848	POOL MURAL SUPPLIES	\$291.19	10022300-54100	SUPPLIES	\$291.19
					Vendor Total:	\$1,118.68

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
IAN BROESKE	TA 5/7-11/18	TRAVEL ADVANCE	\$783.10	10021210-57100	LEARNING AND DEVELOPMENT	\$783.10
					Vendor Total:	\$783.10
IBEW, LOCAL 1245	18-04 IBEW	APR 18 ELECTRIC UNIT DUES	\$1,639.10	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,639.10
					Vendor Total:	\$1,639.10
INFOSEND INC	134958	UB PRINT & MAIL SERVICES	\$4,803.97	20513300-52100	CONTRACTED SERVICES	\$4,803.97
					Vendor Total:	\$4,803.97
INTEGRITY SHRED	80667	DOCUMENT SHREDDING	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$57.00
INTERNATIONAL CODE COUNCIL	1000892272	CA CODE HANDBOOKS	\$209.47	10023320-57100	LEARNING AND DEVELOPMENT	\$209.47
					Vendor Total:	\$209.47
IWATER INC	8034	INFRAMAP ANNUAL MAINTENANCE	\$1,000.00	82024414-56120	EQUIPMENT MAINTENANCE & REPAIR	\$500.00
				84024421-56120	EQUIPMENT MAINTENANCE & REPAIR	\$500.00
					Vendor Total:	\$1,000.00
JACK HENRY & ASSOCIATES INC	2788649	REMOTE DEPOSIT SOFTWARE RENEW	\$1,575.61	20513300-52100	CONTRACTED SERVICES	\$1,575.61
					Vendor Total:	\$1,575.61
JIM THOMSEN	TA 5/10/18	TRAVEL ADVANCE	\$20.00	10022100-57100	LEARNING AND DEVELOPMENT	\$20.00
					Vendor Total:	\$20.00
KATHY NORRIS	TR 4/17/18	TRAVEL REIMBURSEMENT	\$83.56	10013400-57100	LEARNING AND DEVELOPMENT	\$83.56
					Vendor Total:	\$83.56
KEVIN PIERACHINI	DV032318	REIMBURSEMENT T2 OPERATOR RENEWAL	\$60.00	20324100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$60.00
	DV041918	REIMBURSEMENT D3 WATER OPERATOR RENEWAL	\$90.00	84024421-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$90.00
					Vendor Total:	\$150.00
KIMBALL MIDWEST	6141503	BOLTS, NUTS, SCREWS, CABLES	\$110.10	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$110.10
					Vendor Total:	\$110.10

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
KRISTINE LAWLER	DV042418	REIMBURSEMENT RIBBON FOR PROCLAMATIONS	\$5.49	10012500-54100	SUPPLIES	\$5.49
Vendor Total:						\$5.49
LEGAL SHIELD	38295 FEB 18	APR 18 PRE PAID LEGAL SERVICE	\$51.80	20700000-20526	PREPAID LEGAL - AFLAC	\$51.80
Vendor Total:						\$51.80
LORY LIMBIRD	TR 4/12/18	TRAVEL REIMBURSEMENT	\$15.00	84424422-52100	CONTRACTED SERVICES	\$15.00
Vendor Total:						\$15.00
MEAD & HUNT INC	276182	ENG SVCS FOR FAA APMP STUDY W/ JAN 2018	\$2,484.00	77800000-52100	CONTRACTED SERVICES	\$2,484.00
	276943	ENG SVCS FOR FAA APMP STUDY W/ FEB 2018	\$6,925.54	77800000-52100	CONTRACTED SERVICES	\$6,925.54
	276183	DESIGN FOR FAA RUNWAY 15-33 PA JAN 2018	\$2,217.75	77800000-80230	INFRASTRUCTURE	\$2,217.75
	276944	DESIGN FOR FAA RUNWAY 15-33 PA FEB 2018	\$2,226.00	77800000-80230	INFRASTRUCTURE	\$2,226.00
Vendor Total:						\$13,853.29
MEL GRANDI	TR 7/25-27/17	TRAVEL REIMBURSEMENT	\$350.66	80026400-57100	LEARNING AND DEVELOPMENT	\$350.66
	DV041918	REIMBURSEMENT 2018 LIONS CLUB DUES	\$130.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$130.00
Vendor Total:						\$480.66
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	DV041718	2018 ENVIRONMENTAL HEALTH PERMITS	\$777.00	90000000-23226	CONCERT SERIES	\$158.00
				90000000-23243	FAMILY FUN IN THE SUN	\$158.00
				90000000-23235	MOVIES IN THE PLAZA	\$158.00
				90000000-23220	PUMPKINFEST (CC VENDOR PYTS)	\$303.00
Vendor Total:						\$777.00
MOIRS	143733	MISCELLANEOUS POOL SUPPLIES AS NEEDED	\$466.82	82024411-58202	CHEMICALS	\$466.82
	143970	MISCELLANEOUS POOL SUPPLIES AS NEEDED	\$468.97	82024411-58202	CHEMICALS	\$468.97
Vendor Total:						\$935.79
NCG SAFETY INC	503459 B	GLOVES - WWTP SUPPLIES	\$36.47	84024425-54100	SUPPLIES	\$36.47
Vendor Total:						\$36.47

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
NCH CORPORATION	639723	FLUIDS AND SOLUTIONS AS NEEDED	\$200.53	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$200.53
	3088063	FLUIDS AND SOLUTIONS AS NEEDED	\$654.89	20324100-58410	GARAGE LUBRICANTS & PARTS	\$654.89
	Vendor Total: -----					\$855.42
OFFICE DEPOT	111519572001	FILE FOLDERS	\$21.66	10016100-54160	CITY LIABILITY & CONTRACT	\$21.66
	118410844001	TONER	\$74.58	10016100-54160	CITY LIABILITY & CONTRACT	\$74.58
	120270346001	OFFICE SUPPLIES, MISCELLANEOUS	\$76.29	10016100-54160	CITY LIABILITY & CONTRACT	\$76.29
	114242971001	BINDERS & TABS FOR 2018 LEADERSHIP ACADEMY	\$89.73	10012100-54100	SUPPLIES	\$89.73
	114243245001	BINDERS & TABS FOR LEADERSHIP ACADEMY	\$129.89	10012100-54100	SUPPLIES	\$129.89
	112526313001	HIGHLIGHTERS	\$6.72	10012200-54100	SUPPLIES	\$6.72
	112526223001	MISCELLANEOUS OFFICE SUPPLIES	\$278.44	10012200-54100	SUPPLIES	\$278.44
	119654190001	COPY PAPER - PALLET - WHT	\$1,137.94	10012200-54100	SUPPLIES	\$1,137.94
	113833089001	INKED STAMP	\$19.27	10013400-54100	SUPPLIES	\$19.27
	112381336001	PUSH PINS	\$4.87	10020210-54100	SUPPLIES	\$4.87
	112381535001	GEL PENS, INDEX 8 1/2X11	\$33.24	10020210-54100	SUPPLIES	\$33.24
	112425344001	FILE FOLDERS AND STAPLES	\$86.27	10020210-54100	SUPPLIES	\$86.27
	112400376001	8-TAB INDEX DIVIDERS	\$27.88	10022810-54100	SUPPLIES	\$27.88
	112865354001	RECREATION OFFICE SUPPLIES	\$28.98	10022810-54100	SUPPLIES	\$28.98
	112126698001	WIRELESS MOUSE & KEYBOARD	\$64.89	10024210-54100	SUPPLIES	\$21.63
				82024410-54100	SUPPLIES	\$21.63
				84024420-54100	SUPPLIES	\$21.63
	118322208001	WIRELESS MOUSE & KEYBOARD, USB-C CABLE	\$185.54	10024210-54100	SUPPLIES	\$185.54
	118322253002	WIRELESS CHARGER	\$58.51	10024224-54100	SUPPLIES	\$58.51
	114974083001	TAPE, STAPLERS, TONER	\$306.52	20324100-54100	SUPPLIES	\$306.52
	117338260001	TONER	\$625.41	20324100-54100	SUPPLIES	\$625.41

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OFFICE DEPOT	117901380001	SELF INKING STAMP	\$37.05	20413500-54100	SUPPLIES	\$37.05
	113833568001	DRY ERASE MARKERS	\$12.99	20513300-54100	SUPPLIES	\$12.99
	117901521001	POST-ITS, OFFICE DUSTER, STAPLE REMOVER	\$24.15	20513300-54100	SUPPLIES	\$24.15
	113659136001	FOLDERS	\$5.78	64020213-54100	SUPPLIES	\$5.78
	113658820001	FRESHENER, FEBREEZE	\$6.63	64020213-54100	SUPPLIES	\$6.63
	117417333001	KLEENEX	\$10.07	64020213-54100	SUPPLIES	\$10.07
	118083927001	PENCILS	\$10.83	64020213-54100	SUPPLIES	\$10.83
	118287525001	CD/DVD PAPER SLEEVES 100PK	\$14.89	64020213-54100	SUPPLIES	\$14.89
	118083641001	STAPLER, TAPE DISPENSER	\$20.04	64020213-54100	SUPPLIES	\$20.04
	117416137001	BINDER CLIPS	\$21.90	64020213-54100	SUPPLIES	\$21.90
	113659137001	REPORT FOLDERS	\$26.22	64020213-54100	SUPPLIES	\$26.22
	113618501001	FOLDERS	\$52.00	64020213-54100	SUPPLIES	\$52.00
	120599875001	OFFICE SUPPLIES, MISCELLANEOUS	\$178.75	64020213-54100	SUPPLIES	\$178.75
	118287198001	LASERJET CARTRIDGE, DVD-R 100PK SPINDLE	\$259.01	64020213-54100	SUPPLIES	\$259.01
Vendor Total:						\$3,936.94
OMNI-MEANS LTD	2166	CONSULTING SERVICES SPEED ZONE	\$4,015.00	50824210-52100	CONTRACTED SERVICES	\$4,015.00
	Vendor Total:					
ONE TIME PAY VENDOR	38272-1	ENERGY REBATE - JUDY LEMKE	\$214.29	80626450-52135	ENERGY CONSERVATION PROGRAM	\$214.29
	3285	PERMIT# 3285 REIMBURSEMENT - REDWOOD EMPIRE ROOFING	\$52.17	10023300-42260	PERMIT REINSTATEMENT FEES	\$52.17
	115442-6	UTILITY REFUND - NICOLE GOOBANOFF-SINGER	\$39.73	90100000-10421	UTILITY RECEIVABLES CLEARING	\$39.73
	117955-5	UTILITY REFUND - PONCIANA EROSTICO	\$47.21	90100000-10421	UTILITY RECEIVABLES CLEARING	\$47.21
	106116-7	UTILITY REFUND - DANIEL CUTLIP	\$62.68	90100000-10421	UTILITY RECEIVABLES CLEARING	\$62.68
	117671-8	UTILITY REFUND - AARON BORREGO	\$123.82	90100000-10421	UTILITY RECEIVABLES CLEARING	\$123.82
	112150-8	UTILITY REFUND - PATRICIA HICKEY	\$139.45	90100000-10421	UTILITY RECEIVABLES CLEARING	\$139.45

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	117552-0	UTILITY REFUND - ALEXANDER CROSS	\$297.75	90100000-10421	UTILITY RECEIVABLES CLEARING	\$297.75
					Vendor Total:	\$977.10
ONESOURCE DISTRIBUTORS LLC	S57694662.001	ELECTRICAL EQUIPMENT AND SUPPLIES	\$343.01	80000000-12104	INVENTORY - PURCHASES	\$343.01
	S5775835.002	ELECTRICAL EQUIPMENT AND SUPPL	\$914.69	80000000-12104	INVENTORY - PURCHASES	\$914.69
	S5687041.001	ELECTRICAL EQUIPMENT AND SUPPLIES	\$209.51	80026120-54102	SMALL TOOLS	\$209.51
	S5758494.001	ELECTRICAL EQUIPMENT AND SUPPLIES	\$282.86	80026110-54100	SUPPLIES	\$282.86
					Vendor Total:	\$1,750.07
OPERATING ENGINEERS UNION	1804-1	APR 18 PW UNION DUES	\$693.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$693.00
	1804-1.1	APR 18 MISC UNION DUES	\$2,417.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$935.00
				20700000-20509	P/R DEDUCT.- UNION DUES	\$1,482.00
					Vendor Total:	\$3,110.00
OREILLY AUTO PARTS	2707-423595	PARTS AS NEEDED	\$126.82	80026400-56130	EXTERNAL SERVICES	\$126.82
	2707-420679	PARTS AS NEEDED	\$62.56	82024414-54102	SMALL TOOLS	\$62.56
	2707-425644	WORK LIGHT	\$47.88	20324100-54100	SUPPLIES	\$47.88
					Vendor Total:	\$237.26
PACE SUPPLY CORPORATION	024510013	PUMP GASKETS	\$34.03	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$34.03
	024466664-1	MISCELLANEOUS ITEMS AS NEEDED	\$247.74	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$247.74
					Vendor Total:	\$281.77
PETERSON TRUCKS INC	284775P	BLADES, FILTERS, FLUID	\$405.43	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.88)
				20324100-56112	EQUIPMENT PARTS FOR RESALE	\$0.32
				20324100-56112	EQUIPMENT PARTS FOR RESALE	\$45.59
				10021210-56130	EXTERNAL SERVICES	\$1.25
				10021210-56130	EXTERNAL SERVICES	\$179.92
				80026400-56130	EXTERNAL SERVICES	\$1.25
				80026400-56130	EXTERNAL SERVICES	\$179.92

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PETERSON TRUCKS INC	284775P	BLADES, FILTERS, FLUID	\$405.43	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.94)
					Vendor Total:	\$405.43
POLYDYNE INC	1228956	LIQ POLYMER ALKYLAMINE	\$1,878.09	84024425-58202	CHEMICALS	\$1,878.09
	1228957	LIQUID POLYMER EMULSION	\$6,761.14	84024425-58202	CHEMICALS	\$6,761.14
					Vendor Total:	\$8,639.23
POWER INDUSTRIES INC	75407	HOSE CLAMP	\$49.79	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$49.79
	754492	PARTS AS NEEDED	\$80.54	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$80.54
	754389	HOSE CLAMP	\$83.45	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$83.45
	754402	COMPARTMENT BOX	\$39.41	20324100-56130	EXTERNAL SERVICES	\$39.41
					Vendor Total:	\$253.19
RAINFOREST FANTASY	02871	PEER SUPPORT PD	\$75.86	10020210-54100	SUPPLIES	\$75.86
	02635	PEER SUPPORT PD	\$81.28	10020210-54100	SUPPLIES	\$81.28
					Vendor Total:	\$157.14
RANDY ENGLE	10475	SOFTWARE UPDATE AND MAINTENANC	\$1,250.00	82024414-54320	SOFTWARE	\$625.00
				84024421-54320	SOFTWARE	\$625.00
					Vendor Total:	\$1,250.00
REBECCA SCHWENGER	TR 2/6/18	TRAVEL REIMBURSEMENT	\$207.33	10021210-57100	LEARNING AND DEVELOPMENT	\$207.33
					Vendor Total:	\$207.33
REDWOOD COAST FUELS	1927084	CARDLOCK FUEL PURCHASES	\$365.69	10024220-56210	FUEL & FLUIDS	\$322.99
				84024421-56210	FUEL & FLUIDS	\$42.70
					Vendor Total:	\$365.69
REDWOOD EMPIRE TITLE COMPANY	20180652DN	PRELIMINARY TITLE REPORTS	\$400.00	10012200-52100	CONTRACTED SERVICES	\$400.00
	20180653DN	PRELIMINARY TITLE REPORTS	\$400.00	10012200-52100	CONTRACTED SERVICES	\$400.00
	20180654DN	PRELIMINARY TITLE REPORTS	\$400.00	10012200-52100	CONTRACTED SERVICES	\$400.00
					Vendor Total:	\$1,200.00

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REGIONAL GOVERNMENT SERVICES AUTHORITY	8194	PAYROLL CONSULTING SERVICES	\$7,008.25	10013400-52100	CONTRACTED SERVICES	\$7,008.25
					Vendor Total:	\$7,008.25
RELIABLE MILL SUPPLY CO	139308	SUPPLIES AS NEEDED	\$131.36	84024421-54100	SUPPLIES	\$131.36
					Vendor Total:	\$131.36
REXEL USA INC	R178923	PARTS CLEANER	\$80.85	82024411-56300	BUILDING MAINT. & REPAIR	\$80.85
	R117261	MISC ELECTRICAL SUPPLIES AS NE	\$63.14	84024425-56300	BUILDING MAINT. & REPAIR	\$63.14
	R138578	MISC ELECTRICAL SUPPLIES AS NE	\$322.11	84024425-54102	SMALL TOOLS	\$322.11
					Vendor Total:	\$466.10
RICHARD MARTIN	22478	SEAL KIT, BEARINGS, LABOR	\$894.06	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$2.67)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.67
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$894.06
	22448	REBUILD BOILER CIRCULATION PUMP	\$1,094.06	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,094.06
					Vendor Total:	\$1,988.12
RICK PINTANE	TA 5/9-12/18	TRAVEL ADVANCE	\$667.37	10020210-57100	LEARNING AND DEVELOPMENT	\$667.37
					Vendor Total:	\$667.37
RINO PACIFIC	CL22373	FUEL AS NEEDED	\$545.51	82024414-56210	FUEL & FLUIDS	\$294.58
				84024421-56210	FUEL & FLUIDS	\$250.93
					Vendor Total:	\$545.51
ROB GIBSON	TA 5/10/18	TRAVEL ADVANCE	\$20.00	10022100-57100	LEARNING AND DEVELOPMENT	\$20.00
					Vendor Total:	\$20.00
ROCKWELL SOLUTIONS INC	1841	PUMP O-RING KIT	\$1,994.61	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$8.92)
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$8.92
				84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,994.61
					Vendor Total:	\$1,994.61
SCHAT'S BAKERY MAR 18		PROVIDE MISCELLANEOUS FOOD DISH	\$332.27	84424422-52100	CONTRACTED SERVICES	\$173.15

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SCHAT'S BAKERY	MAR 18	PROVIDE MISCELLANEOUS FOOD DISH	\$332.27	10013400-57100	LEARNING AND DEVELOPMENT	\$17.40
				10013400-57100	LEARNING AND DEVELOPMENT	\$52.92
				10013400-54100	SUPPLIES	\$88.80
	MAR 18 CC	PROVIDE MISCELLANEOUS FOOD DISH	\$659.87	73022600-54100	SUPPLIES	\$659.87
				Vendor Total:		\$992.14
SHAMROCK SCIENTIFIC SPECIALTY SYSTEMS INC	363359	EVIDENCE LABLES	\$141.94	10020210-54201	PRISONER EXPENSE	\$141.94
					Vendor Total:	
SOLAR WINDS	IN369807	SOLARWINDS LICENSE UPGRADE	\$9,995.00	20913900-54320	SOFTWARE	\$9,995.00
					Vendor Total:	
STAPLES CREDIT PLAN	3374536776	HEAVY DUTY BINDERS	\$20.54	10013400-54100	SUPPLIES	\$13.69
				20513300-54100	SUPPLIES	\$6.85
	3374536770	ACCOUNTS PAYABLE PAPER - BLUE	\$85.61	10013400-54100	SUPPLIES	\$85.61
	3374536773	ACCOUNTS PAYABLE PAPER - IVORY	\$95.26	10013400-54100	SUPPLIES	\$95.26
	3374536775	OFFICE SUPPLIES RECREATION	\$160.00	10022810-54100	SUPPLIES	\$160.00
	3374536774	MEGA BALL LAUNCHER - RECREATION	\$44.85	10022840-54100	SUPPLIES	\$44.85
	374536777	OFFICE SUPPLIES FOR WWTP	\$272.81	84024425-54100	SUPPLIES	\$272.81
	Vendor Total:		\$679.07			
SUNSET MAGAZINE	1664919	FEB 2018 - ADVERTISING	\$3,045.00	75012700-52515	ADVERTISING & PUBLICATION	\$3,045.00
					Vendor Total:	
SUNSET PUBLISHING CORP	10008	APR 2018 ADVERTISING - SUNSET NOCAL	\$3,045.00	75012700-52515	ADVERTISING & PUBLICATION	\$3,045.00
					Vendor Total:	
TGIF REPAIRS INC	5574	PRINTER MAINTENANCE	\$390.65	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$390.65
					Vendor Total:	

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail	Allocation Detail	
THOMAS FORCE	117765-8	PHOTOVOLTAIC REIMBURSEMENT	\$118.88	90100000-10421	UTILITY RECEIVABLES CLEARING	\$118.88
					Vendor Total:	\$118.88
TYLER TECHNOLOGIES INC	045-218720	PAYROLL SUPPLEMENTAL TRAINING	\$6,063.47	10013400-57100	LEARNING AND DEVELOPMENT	\$6,063.47
					Vendor Total:	\$6,063.47
UKIAH MAIN STREET PROGRAM	DV071017.1	2ND QTR DID FEES OVERPAYMENT	(\$5,285.52)	31217100-52100	CONTRACTED SERVICES	(\$5,285.52)
	4TH QTR - 2017	4TH QTR - 2017 DOWNTOWN IMPROVEMENT FEES	\$416.46	31217100-52100	CONTRACTED SERVICES	\$416.46
	2ND QTR - 2017	2ND QTR - 2017 DOWNTOWN IMPROVEMENT FEES	\$2,855.23	31217100-52100	CONTRACTED SERVICES	\$2,855.23
	1ST QTR - 2018	1ST QTR - 2018 DOWNTOWN IMPROVEMENT FEES	\$5,743.48	31217100-52100	CONTRACTED SERVICES	\$5,743.48
					Vendor Total:	\$3,729.65
UKIAH VALLEY DELI	DV040518	PUBLIC WORKS LUNCH ON 5/3/18	\$356.58	10024210-57100	LEARNING AND DEVELOPMENT	\$71.33
				10024220-57100	LEARNING AND DEVELOPMENT	\$57.05
				20324100-57100	LEARNING AND DEVELOPMENT	\$39.22
				82024411-57100	LEARNING AND DEVELOPMENT	\$46.36
				82024414-57100	LEARNING AND DEVELOPMENT	\$39.22
				84024421-57100	LEARNING AND DEVELOPMENT	\$39.22
				84024425-57100	LEARNING AND DEVELOPMENT	\$64.18
					Vendor Total:	\$356.58
UKIAH VALLEY MEDICAL CENTER	1987	PRE-EMPLOYMENT EXAM	\$149.80	10016100-54161	BACKGROUND & PHYSICALS	\$149.80
					Vendor Total:	\$149.80
UNITED ROTARY BRUSH CORP	CI216171	CABLE WRAPS, GUTTER BROOMS & M	\$936.73	10024220-56130	EXTERNAL SERVICES	\$936.73
					Vendor Total:	\$936.73
UNITED SITE SERVICES	114-6588858	PORTABLE TOILET RENTAL	\$166.86	10022100-52100	CONTRACTED SERVICES	\$166.86

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UNITED SITE SERVICES	114-6588859	PORTABLE TOILET RENTAL	\$166.86	10022100-52100	CONTRACTED SERVICES	\$166.86
					Vendor Total:	\$333.72
US BANK CORPORATE PAYMENT SERVICES	MAR 18	CAL CARD PURCHASES	\$2,568.20	10021210-56300	BUILDING MAINT. & REPAIR	\$33.69
				91521400-56300	BUILDING MAINT. & REPAIR	\$33.70
				10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$152.92
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$152.93
				10021210-57100	LEARNING AND DEVELOPMENT	\$32.19
				91521400-57100	LEARNING AND DEVELOPMENT	\$32.21
				10021210-54102	SMALL TOOLS	\$52.67
				91521400-54102	SMALL TOOLS	\$52.67
				10021210-54100	SUPPLIES	\$676.88
				91521400-54100	SUPPLIES	\$676.88
				10021210-55100	TELEPHONE	\$335.73
				91521400-55100	TELEPHONE	\$335.73
					Vendor Total:	\$2,568.20
US CELLULAR	0242822971	CELL PHONES	\$232.56	10024220-55100	TELEPHONE	\$28.36
				80026400-55100	TELEPHONE	\$18.39
				80026400-55100	TELEPHONE	\$55.31
				82024410-55100	TELEPHONE	\$12.69
				82024411-55100	TELEPHONE	\$86.74
				84024421-55100	TELEPHONE	\$12.69
				84024425-55100	TELEPHONE	\$18.38
					Vendor Total:	\$232.56
US POST OFFICE	DV042018	2018 SUMMER REC GUIDE POSTAGE PERMIT 243	\$2,500.00	10022850-54100	SUPPLIES	\$2,500.00
					Vendor Total:	\$2,500.00
USA BLUEBOOK	526929	REPLACEMENT PROPELLER	\$59.06	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$59.06

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
USA BLUEBOOK	528269	PANEL MOUNT FLOWMETER	\$539.24	84024425-56120	EQUIPMENT MAINTENANCE & REPAIR	\$539.24
					Vendor Total:	\$598.30
UTILITY TREE SERVICE INC	58W71718	MISCELLANEOUS SERVICES, NO. 2	\$5,622.00	80026110-52100	CONTRACTED SERVICES	\$5,622.00
	59P87318	MISCELLANEOUS SERVICES, NO. 2	\$5,622.00	80026110-52100	CONTRACTED SERVICES	\$5,622.00
	30P83518	MISCELLANEOUS SERVICES, NO. 2	\$5,622.00	80026110-52100	CONTRACTED SERVICES	\$5,622.00
	60Z33518	MISCELLANEOUS SERVICES, NO. 2	\$5,622.00	80026110-52100	CONTRACTED SERVICES	\$5,622.00
	31S10618	MISCELLANEOUS SERVICES, NO. 2	\$5,622.00	80026110-52100	CONTRACTED SERVICES	\$5,622.00
					Vendor Total:	\$28,110.00
VANCE H BILA	DV041818	REIMBURSEMENT SEWER LATERAL	\$2,000.00	84424422-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
VWR INTERNATIONAL INC	8081920669	WWTP SUPPLIES AS NEEDED	\$19.81	84024425-54100	SUPPLIES	\$19.81
	8081920670	SUPPORT BASE WWTP	\$82.07	84024425-54100	SUPPLIES	\$82.07
	8081982828	PHOSPHATE BUFFER WWTP	\$101.61	84024425-54100	SUPPLIES	\$101.61
	8081840475	TOTAL SUSPENDED SOLIDS STANDARD 100ML	\$106.19	84024425-54100	SUPPLIES	\$106.19
	8081974224	POTASSIUM PERMANGANATE, 500G	\$138.30	84024425-54100	SUPPLIES	\$138.30
	8081974223	KWIK STIK AEROGENES, COLI, AERUGINOSA	\$968.80	84024425-54100	SUPPLIES	\$968.80
					Vendor Total:	\$1,416.78
WAGNER & BONSIGNORE	04-18-063	EUD WATER RIGHTS REPORTING AND	\$120.00	80026330-52100	CONTRACTED SERVICES	\$120.00
					Vendor Total:	\$120.00
WESCO DISTRIBUTION INC	614041	ELECTRICAL EQUIPMENT AND SUPPL	\$172.46	80000000-12104	INVENTORY - PURCHASES	\$172.46
	625304	ELECTRICAL EQUIPMENT AND SUPPLIES	\$314.65	80000000-12104	INVENTORY - PURCHASES	\$314.65

List of Checks Presented for Approval on 4/27/2018

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WESCO DISTRIBUTION INC	630364	ELECTRICAL EQUIPMENT AND SUPPL	\$440.29	80000000-12104	INVENTORY - PURCHASES	\$440.29
Vendor Total:						\$927.40
INVOICE TOTAL:						<u>\$314,607.14</u>



AGENDA SUMMARY REPORT

SUBJECT: Report to City Council Regarding Contract from Reachin' Up Productions, Inc. for a Band Performance at the 2018 Sundays in the Park Concert Series in the Amount of \$12,000.

DEPARTMENT: Community Services

PREPARED BY: Jake Burgess

ATTACHMENTS:

[Attachment 1- Madison House contract signed 2018](#)

Summary: Pursuant to the requirements of Section 1522 of the Municipal Code, staff is filing with the City Council this report regarding payment to Reachin' Up Productions for band performance at the 2018 Sundays in the Park Concert Series in the amount of \$12,000.

Background: The free Sundays in the Park Concert Series is a family-oriented attraction that has become a cherished tradition for Mendocino County. Six dates are selected each summer for the Sunday evening concerts. Concert musicians are chosen from a diverse range of musical genres and the series brings immense musical talent to the community. The event is funded entirely by private sponsorship and the funds are held in a trust account (90000000.23226) that the City manages. Contract is attached for review (Attachment 1).

Discussion: Pursuant to the requirements of Section 1522 of the Municipal Code, staff is filing with the City Council this report regarding payment to Reachin' Up Productions for band performance on August 19, 2018 at the 2018 Sundays in the Park Concert Series in the amount of \$12,000. Contract is attached for review

RECOMMENDED ACTION: Receive report.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$12,000 from 90000000-23226

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: 90000000-23226

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mary Horger; Tami Bartolomei

Approved: _____


Sage Sangiacomo, City Manager

(Attachment 1).


 Cou NO. 1718-211³

 Contract #: 158353
 Issue Date: 4/9/2018
 Due Date: 4/16/2018
 Agent: Julie Kranich

Performance Agreement

THE FOLLOWING IS AN AGREEMENT MADE BETWEEN THE UNDERSIGNED PURCHASER(S) AND Reachin Up Productions, Inc., HEREIN CALLED 'ARTIST'. PURCHASER HEREBY CONTRACTS FOR THE PERSONAL SERVICES OF ARTIST TO PROVIDE ENTERTAINMENT UNDER THE FOLLOWING TERMS.

ARTIST: Pimps Of Joytime
BILLING: 100% Headline - See Additional Provisions
DATE(S): Sunday, August 19, 2018

VENUE: Todd Grove Park
ADDRESS: 600 Live Oak Ave
 Ukiah, CA 95482
CAPACITY: 6,000
AGES: All Ages

TICKETS:	<u>Tier</u>	<u>Quantity</u>	<u>Comps/Kills</u>	<u>Ticket Price</u>	<u>Total</u>
(USD)	Festival	6,000	-	\$0.00	\$0.00
	Totals	6,000	0		
					Gross Potential \$0.00
					Net Potential \$0.00

DEAL: \$12,000 flat guarantee + hotel rooms + backline + all requirements per artists' rider

ADDITIONAL PROVISIONS

- * If sending a check- Please send via trackable mail service (FED EX/ UPS) and provide tracking number.
- * If, for any reason, this event is cancelled purchaser is responsible for 100% of guaranteed payment.
- * Pimps of Joytime's billing and set time must be coordinated with and approved by agency and management prior to announce.

WLKOUT PTNTL: \$12,000.00

ANNOUNCE DATE: To Be Determined **ON SALE DATE:** To Be Determined

MERCH: 100% All Merchandise . Artist sells

SCHEDULE:

Doors	5:00 pm
Pimps Of Joytime	6:00 pm, Two 60 Minute Sets
Curfew	9:00 pm

PAYMENTS: \$6,000.00 USD deposit payable by Wire Transfer/ACH to MADISON HOUSE, due no later than Friday, April 20, 2018
 \$6,000.00 USD deposit payable by Wire Transfer/ACH to MADISON HOUSE, due no later than Thursday, July 19, 2018

ACH is preferred. If sending a wire, please include \$15 transfer fee.

City National Bank, N.A.
 400 N. Roxbury Drive
 Beverly Hills, CA 90210

Beneficiary Information:
 Madison House LLC
 1401 Walnut St, Ste. 500
 Boulder, CO 80302
 ABA: 1220-16066
 Account Number: 127242984

Please include Artist and performance date on the payment memo.

Balance to be paid by Check to Reachin Up Productions, Inc.. (Tax ID: 263989850) immediately prior to performance(s).

CONTACTS: Jake Burgess (Production) PH: 707-391-3693 Email: jburgess@cityofukiah.com
 Carter Grisson (Promoter) PH: 707.391.8676 Email: highestvibrationmusic@yahoo.com

Signatures on Page 2

Contract #158353

ADDITIONAL ATTACHED EXPENSE SHEET, TERMS AND CONDITIONS AND/OR RIDER(S) ARE PART OF THIS AGREEMENT, SIGNED CONTRACT MUST BE RETURNED TO MADISON HOUSE WITHIN (7) WORKING DAYS.

BY: X

SIGNATURE OF PURCHASER


~~Jake Burgess~~ *Jake San Giacomo*
 Todd Grove Park City of Ukiah
 600 Live Oak Ave 300 SEMINAR AVENUE
 Ukiah, CA 95482
 Email: jburgess@cityofukiah.com
 Phone: 707-391-3693

BY: X

MATTHEW THOMPSON


 MET ARTISTS MANAGEMENT // THE PIMPS OF JOYTIME
 780 3RD AVE 7TH FLOOR
 NEW YORK NY 10017
 818.600.2881
 matthew@metartists.com

Contract #158353

PRODUCTION CONTROLS: Artist shall have sole and exclusive creative control over the production, presentation and performance of Artist's engagement hereunder and any changes thereto. Purchaser agrees to comply promptly with the directions of Artist or Artist's representative concerning stage settings for Artist's engagement hereunder.

ARTIST'S COMPENSATION: If payment to Artist is based in whole or in part on receipts from Artist's engagement hereunder, Purchaser shall first apply any and all receipts derived from Artist's engagement toward the payments required to be made by Purchaser hereunder. Purchaser agrees to provide Artist or Artist's representative with a certified statement of the gross receipts of Artist's engagement within two (2) hours following Artist's engagement. Artist may have a representative present at the box office who shall have access to Purchaser's box office records relating to Artist's engagement. Artist's compensation shall be paid to Artist without any deductions for taxes, fees, levies or union dues whatsoever, all of which shall be the sole responsibility of Purchaser.

BALANCE OF GUARANTEE: The balance of the Guarantee shall be paid to Artist via bank wire no later than the scheduled engagement date if Purchaser fails to present the engagement.

OVERAGES: All overage monies owed to Artist shall be paid to Artist immediately following Artist's performance by cash or cashier's check only.

ROYALTIES: Purchaser will be responsible for the payment of all music royalties in connection with Artist's engagement hereunder.

WORK PERMITS AND VISAS: Purchaser shall be solely responsible for procuring and paying for, at no cost to Artist, all work permits and visas required for the engagement. Failure to procure such work permits and visas or provide necessary documentation to obtain them will be deemed a material breach of this Agreement, and Artist (i) will be relieved of any further obligations Artist may have pursuant to this Agreement; (ii) shall have the right to retain all monies previously paid by Purchaser; and (iii) shall be entitled to exercise all rights and remedies otherwise available to Artist at law, in equity or otherwise as if Artist has fully performed all obligations under this Agreement. Artist agrees to provide all personal information reasonably required in order to enable Purchaser to procure such work permits and visas.

CONFIDENTIALITY: Purchaser understands and agrees that no information regarding show grosses or attendance will be reported to any third party without the express prior written permission of Artist or Artist's representative. Failure to comply will be treated as a material breach of this Agreement, and Artist reserves all rights and remedies available to Artist at law, in equity or otherwise. Under no circumstance is Purchaser to announce or advertise the engagement without the prior written approval of Artist or Artist's representative.

ARTIST'S RIGHT TO PAYMENT OF GUARANTEE IN ADVANCE: If: (a) Purchaser fails to pay when due any amounts owed Artist hereunder when due; or (b) Purchaser fails to perform any material obligations hereunder; or (c) Artist has good faith reason to believe the Engagement may be cancelled, then Artist shall have the right to request full payment of the Guarantee in advance of the engagement date(s) and Purchaser agrees to remit full payment of the Guarantee to Artist via bank wire promptly upon request.

BILLING: Artist's engagement hereunder shall receive billing in such order, form, size and prominence as directed by Artist or Artist's representative in all advertising and publicity issued by or under the control of Purchaser, including, but not limited to, displays, newspapers, radio and television ads, posters and house boards.

USE OF ARTIST'S NAME AND IMAGE: Purchaser may only use Artist's name and pre-approved voice, photograph, likeness, image or other identification of Artist in connection with Purchaser's advertisements and publicity for Artist's engagement hereunder. Purchaser may not use Artist's name, voice, photograph, likeness, image or other identification of Artist as a direct or implied endorsement of any product or service. There shall be no corporate or product or service name or logo included in any such advertising or publicity without the prior written approval of Artist or Artist's representative obtained in each instance. Notwithstanding the foregoing, the placement, form, content, appearance and all other aspects of Purchaser's use of Artist's name, voice, photograph, likeness, image or other identification of Artist shall at all times be subject to the prior written approval of Artist or Artist's representative.

MERCHANDISING: Artist shall have the exclusive right to sell merchandise in connection with Artist's engagement hereunder, including but not limited to, soft goods (e.g. T-shirts), souvenir programs, photographs, posters, stickers and CDs, on the premises or otherwise, and Purchaser shall have no right to share in the proceeds from the sale of such merchandise.

NO REPRODUCTION PERMITTED: Purchaser will not and will not permit or authorize others (including, but not limited to, venue employees, representatives and contractors) to record, broadcast, photograph or otherwise reproduce in any manner the audio or visual performance by Artist or any part thereof.

STAGE SEATS: It is understood and agreed that no stage seats are to be sold or used without the prior written consent of Artist or Artist's representative.

PROMOTION: Purchaser shall not announce, advertise, promote or sell tickets to Artist's engagement until written authorization has been obtained from Artist or Artist's representative. Purchaser agrees to promote the engagement to the best of Purchaser's ability by print, radio, and website and otherwise. There shall be no promotion or co-promotion with any radio station without the prior written approval of Artist or Artist's representative. Purchaser shall not commit Artist to any interviews, promotional appearances, meet and greets or other promotional activities without the prior written consent of Artist or Artist's representative.

TICKETS: All tickets shall be numbered. No tickets shall be priced at higher than the agreed upon price (exclusive of tax) without the prior written approval of Artist or Artist's representative. If ticket price scaling is varied in any manner, the percentage of compensation payable to Artist shall be based on whichever of the following is more favorable to Artist: (i) the ticket price scaling set for in the underlying Agreement or as otherwise agreed in writing by the parties; or (ii) the actual ticket price. There shall be no dynamic ticket pricing without the prior written approval of Artist or Artist's representative. Any inclusion of Artist's engagement hereunder in a subscription or series offer shall be subject to the prior written consent of Artist or Artist's representative.

INDEMNIFICATION: Purchaser shall defend, indemnify and hold harmless Artist, and any and all employees of Artist and any and all representatives of Artist from and against any and all costs, claims, expenses (including attorneys' fees and court costs), liabilities, damages, losses or judgments arising

~~out of or in connection with, any claim, action or demand sustained as an indirect or direct result of, Artist's engagement hereunder.~~

~~INSURANCE: Purchaser shall add Artist and Artist's employees as additional insureds to a commercial general liability insurance policy with limits of liability of Five Million Dollars (\$5,000,000) for each occurrence in the event of death or bodily injury arising from the negligence of Purchaser as promoter and operator of the Venue. In addition, Artist and Artist's employees shall be covered by Purchaser's worker's compensation insurance. Purchaser shall provide evidence of the required insurance coverage prior to Artist's engagement hereunder.~~

PURCHASER'S DEFAULT/CANCELLATION: If, on or before the date of Artist's engagement, Purchaser fails or refuses to perform any contractual obligations relating to Artist's engagement herein and/or any contractual obligation with any other performer, or if the financial status of Purchaser has been impaired, or in the opinion of Artist or Artist's representative, is unsatisfactory, Artist shall have the right to demand payment of the full Guarantee. If Purchaser fails or refuses to make such payment, then such failure shall be deemed a material breach of this Agreement, and Artist shall have the right, without prejudice to any other rights or remedies, to: (i) immediately terminate this Agreement and cancel Artist's engagement hereunder; (ii) retain all amounts previously paid to Artist by Purchaser; (iii) receive the full Guarantee (or balance thereof) and all out of pocket expenses incurred by Artist in connection with Artist's engagement. For the avoidance of doubt, Purchaser shall remain responsible for all transportation, accommodations and expense reimbursements for Artist and Artist's entourage pursuant to this Agreement.

ARTIST'S CANCELLATION: Purchaser agrees that Artist may cancel Artist's engagement hereunder without liability by giving the Purchaser notice thereof at least thirty (30) days prior to the commencement date of the engagement hereunder. Upon termination of this agreement in accordance with this paragraph, Artist shall return to Purchaser any deposit previously received by Artist in connection with the engagement. Subject to the foregoing, upon such termination, the parties shall have no further rights or obligations hereunder, and each of the parties shall bear its own costs incurred in connection with this agreement.

FORCE MAJEURE: If, as the result of a Force Majeure Event (as defined below), Artist is unable to, or is prevented from, performing the engagement or any portion thereof, Artist's obligations hereunder will be fully excused, there shall be no claims of any kind for damages or expenses of any kind by Purchaser, and Purchaser shall bear its own costs and expenses in connection with this Agreement. Notwithstanding the foregoing: (i) Purchaser shall be obligated and liable to Artist for such proportionate amount of the payments provided for herein as may be due hereunder for any performance(s) which Artist may have rendered up to the time of the inability to perform by reason of such Force Majeure Event; and (ii) in the event of such non-performance as a result of a Force Majeure Event, if Artist is ready, willing and able to perform (but for the occurrence of such Force Majeure Event), Purchaser shall nevertheless pay Artist an amount equal to the full Guarantee plus all other payments and compensation due hereunder. For clarification, in the event of cancellation due to any Force Majeure Event, and whether or not Artist is ready, willing and able to perform, Purchaser shall remain responsible for all transportation, accommodations, expense reimbursements and any other payments or compensation due Artist and Artist's crew and entourage pursuant to the terms of this Agreement.

A "Force Majeure Event" shall mean, but shall not be limited to, any one or more of the following acts which makes any performance by Artist contemplated by this Agreement impossible, infeasible or unsafe: acts of God; acts of public enemy; acts or threats of terrorism; insurrections; riots or other forms of civil disorder; embargoes; labor disputes (including, without limitation, strikes, lockouts or boycotts); fires; explosions; floods; shortages of power or other essential services; failure of technical facilities; failure or delay of transportation; death, disability, illness, injury or other inability to perform by Artist, any of Artist's musicians, other performers, crew, representatives or advisors, any of Artist's family members, any of Purchaser's key personnel, or any other person personally known to Artist whose death, disability, illness or injury adversely impacts Artist's ability to perform in connection with the engagement; or other similar or dissimilar causes beyond the control of Artist which make any performance(s) contemplated by this Agreement impossible, infeasible or unsafe. For the avoidance of doubt, poor ticket sales shall not be deemed a Force Majeure Event.

INCLEMENT WEATHER: Notwithstanding anything to the contrary contained herein, inclement weather shall not be deemed a Force Majeure Event, and Purchaser shall remain liable for payment to Artist of the full Guarantee plus all other compensation due hereunder if Artist's engagement is rendered impossible, infeasible or unsafe by such weather conditions. For clarification, Purchaser shall remain responsible for all other terms and conditions of this Agreement, including, without limitation, accommodations, transportation and expense reimbursements for Artist and Artist's crew and entourage.

LIMITATION OF LIABILITY: In no event shall Artist (nor any of Artist's agents, representatives, principals, employees, officers, directors and affiliates) be liable to Purchaser for any indirect, incidental, consequential, special, punitive, exemplary or any similar damages, including, without limitation, lost profits, loss of revenues or income, cost of capital or loss of business reputation or opportunity, as to any matter relating to, or arising out of, Artist's engagement hereunder or the transactions contemplated by this Agreement, whether in contract, tort or otherwise.

NOTHING CONTRARY TO LAW: Nothing herein contained shall require the commission of any act contrary to law or contrary to the restrictions of any guild or union having jurisdiction over Artist's engagement hereunder. In the event of any conflict between any provision of this Agreement and any such law or restriction, such law or restriction shall prevail and this Agreement shall be curtailed, modified, or limited only to the extent necessary to eliminate such conflict.

ENTIRE AGREEMENT: These Standard Terms and Conditions are hereby incorporated into the Agreement and any addendum(s) thereto. In the event of any conflict between these Standard Terms and Conditions and the Artist's rider provided by Artist or Artist's representative attached hereto (if any), Artist's rider shall control. This Agreement shall constitute the entire agreement between the parties hereto concerning the subject matter hereof and may not be modified except by an instrument in writing signed by both parties. This Agreement shall be construed in accordance with the laws of the State of Colorado, and the state and federal courts located in Colorado shall have exclusive jurisdiction over any matters pertaining hereto. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument. Delivery of an executed copy of this Agreement by facsimile or electronic delivery shall be deemed a valid and binding original.

PIMPS OF JOYTIME – HOSPITALITY & TECH RIDER - 2018

ACCOMMODATIONS:

- Accommodations for seven (7) adults for the evening of performance. Hotel is to be nearby and part of a national chain such as Holiday Inn, Comfort Inn, Quality Inn, Fairfield Inn, Marriott Courtyard, Hampton Inn, Best Western, etc. These are offered as a guideline; we realize all towns do not have national hotel chains.
- Please provide confirmation numbers no later than two weeks prior to performance.
- Please reserve four double rooms with two beds per room.
- Please reserve rooms on the same floor whenever possible.
- No hostels, bed & breakfasts, motels or billeting whenever possible.
- Please confirm all lodging arrangements with both:
Nathan Grant nathan@metartists.com
Matthew Thompson matthew@metartists.com

HOSPITALITY:

- Please provide at least one, lockable, well-lit dressing room for Pimps of Joytime to use during day/night of performance.
- Please DO NOT shop the rider until the tour manager has advanced our daily needs. We don't need everything everyday and would like to limit waste as much as possible.

LOAD IN & SOUND CHECK:

- one (1) case of bottled water – (NO Dasani or Aquafina)
- one (1) six pack of sparkling water
- one (1) bottle of **quality** sauvignon blanc (or similar)
- one (1) six pack of Bud Light or similar
- ~~one (1) bottle of liquor – (Herradura Silver, Espolon, Jameson)~~
- two (2) large or six (6) small Harmless Harvest Coconut Waters
- one (1) large bottle of Odwalla or Naked brand smoothie/juice
- A few bottles of Kombucha
- one (1) box of organic almond milk
- Natural Peanut Butter
- Organic cashews
- Organic dried goji berries
- Organic Fruit Preserve – (Jelly)
- Gluten-Free Granola Bars
- Organic granola



- Organic hummus
- Organic tortilla chips
- Fresh lemon and ginger
- Organic, gluten free, sliced whole grain bread – (Please no white bread)
- Selection of organic fruit – (Grapes, Apples, Oranges and Bananas)
- Coffee and Tea
- Organic Honey

FOLLOWING SOUND CHECK:

- Hot meals for seven (7) adults (including 3 vegan and 4 white meat or fish dishes) OR a \$15.00 per person meal buyout.

ON STAGE:

- one (1) case of still bottled water
- twelve (12) hand towels

TECH PERSONNEL:

- Venue to provide 1 FOH tech, 1 Monitor tech ~~and 1 LD~~ fully knowledgeable of all aspects of the provided PA system ~~and lighting system~~ for the duration of sound check and performance. *outdoor performance, fixed lights.*

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STAGE PLOT / INPUT LIST:

- Please see our stage plot and input list for details on how the stage is to be set-up and how the board should be patched. Please note that we do have in-ear monitors for everyone except the drummer (4 in-ear mixes + 1 drum mix). This is for most instances. We do on occasion travel without IEMs.

MERCHANDISE:

- Please provide one 8-foot table in a well-lit area and someone to sale where there is ample foot traffic.

~~**GUEST LIST:**~~

- ~~• Venue to provide at least twenty (20) guest spots for Pimps of Joytime. List to be provided DOS by tour manager or member of band.~~ *free show.*

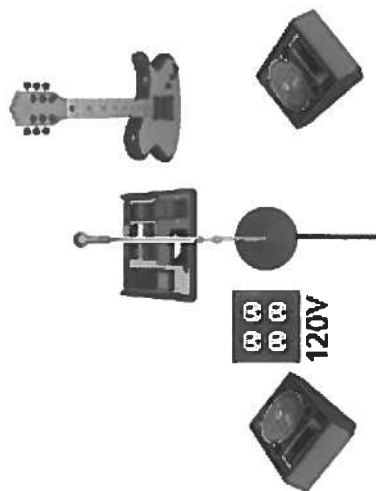
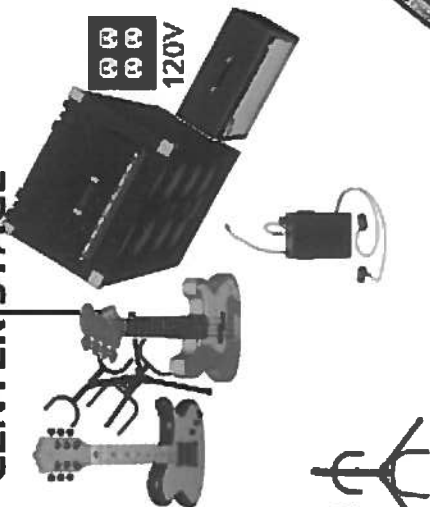
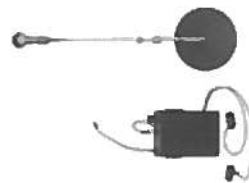
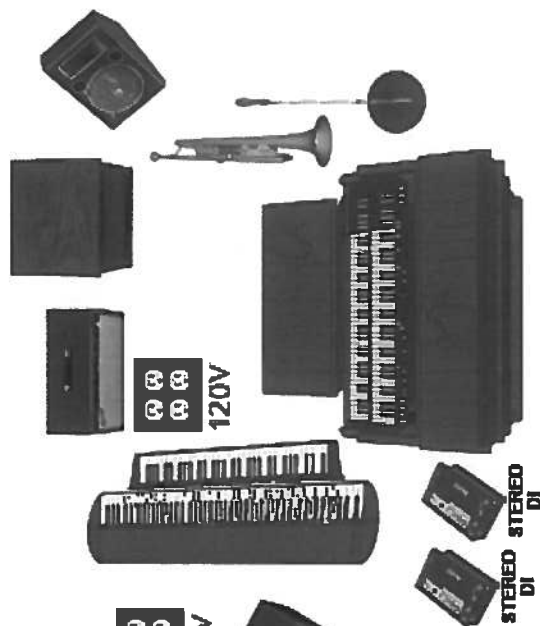
545

If there are any questions or concerns about any of the above, please reach out to management:

Matthew Thompson matthew@metartists.com

Nathan Grant nathan@metartists.com

CENTER STAGE



PIMPS OF JOYTIME BACKLINE

Updated : January 30th, 2018

DRUM SET:

Ludwig (preferred), OR Slingerland

one (1) 14"x20" or 14"x22" kick drum

one (1) 14"x16" or 16"x16" floor tom

one (1) 6.5"x14" snare drum (Ludwig Black Beauty or Supraphonic preferred)

Drum Hardware:

three (3) boom cymbal stands

one (1) snare stand

one (1) drum throne

one (1) Drum Rug

KEYS:

one (1) Hammond B3 with Leslie 122 (if Hammond is unavailable Nord Electro will be acceptable)

one (1) Hohner D6 Clavinet

one (1) Wurlitzer 200 Electric Piano w/ working sustain pedal

one (1) Fender Super Reverb

two (2) Keyboard Stands

one (1) Keyboard bench or drum throne

BASS AMP: (in order of preference)

one (1) Mesa Boogie Carbine M9, Subway or Prodigy

one (1) Mesa Boogie 6x10 Powerhouse Cab

OR

one (1) Aguilar DB 751 head or Ampeg SVT VR head

one (1) Ampeg SVT 8x10 cab (silver face preferred)

GUITAR AMP:

two (2) Fender Super Reverb amplifier

two (2) guitar stands

PERCUSSION:

one (1) LP 11.75" Conga

one (1) LP 12.6" Tumba

one (1) Double Conga Stand (please no cradles)

one (1) LP Bongo set

one (1) Bongo Stand

two (2) cymbal stands to mount toys

one (1) 5"x14" brass snare

one (1) snare stand

PIMPS OF JOYTIME INPUT LIST - 2018		
CH.	SOURCE	STAGE POSITION
1	KICK	DRUM WORLD
2	SNARE TOP	DRUM WORLD
3	SNARE BOTTOM	DRUM WORLD
4	HI HAT	DRUM WORLD
5	OH LEFT	DRUM WORLD
6	OH RIGHT	DRUM WORLD
7	CONGA LEFT	STAGE RIGHT
8	CONGA RIGHT	STAGE RIGHT
9	TOYS / PERC. OH	STAGE RIGHT
10	BASS MIC	STAGE RIGHT
11	BASS DI	STAGE RIGHT
12	GUITAR 1 MIC	CENTER STAGE
13	GUITAR 2 MIC	CENTER STAGE
14	KEY AMP	KEY WORLD
15	LESLIE TOP	KEY WORLD
16	LESLIE BOTTOM	KEY WORLD
17	KEYS DI 1	KEY WORLD
18	KEYS DI 2	KEY WORLD
19	TRUMPET MIC	KEY WORLD
20	TRUMPET DI	KEY WORLD
21	BONGOS / SNARE 2	CENTER STAGE
22	LEAD VOX	DOWN CENTER
23	STAGE RIGHT VOX	DOWN STAGE RIGHT
24	STAGE LEFT VOX	DOWN STAGE LEFT
25	DRUM VOX	DRUM WORLD



AGENDA SUMMARY REPORT

SUBJECT: Report to City Council Regarding Payment to City of Light Sound and Recording for Sound Equipment and Sound Technician Services for the 2018 Sundays in the Park Concert Series in the Amount of \$12,696.

DEPARTMENT: Community Services

PREPARED BY: Jake Burgess

ATTACHMENTS:

[Attachment 1 - COLRS Contract 2018](#)

Summary: Pursuant to the requirements of Section 1522 of the Municipal Code, staff is filing with the City Council this report regarding payment to City of Light Sound and Recording for sound equipment and sound technician services for the 2018 Sundays in the Park Concert Series in the amount of \$12,696.

Background: The Sundays in the Parks Concert Series requires a high level of professional sound equipment and sound management. City of Light continues to provide excellent service that contributes to the success of the series. The event is funded entirely by private sponsorship and the funds are held in a trust account (90000000.23226) that the City manages.

Discussion: Pursuant to the requirements of Section 1522 of the Municipal Code, staff is filing with the City Council this report regarding payment to City of Light Sound and Recording for sound equipment and sound technician services for the 2018 Sundays in the Park Concert Series in the amount of \$12,696. Contract is attached for review (Attachment 1).

RECOMMENDED ACTION: Receive report

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$12,696 from 90000000-23226

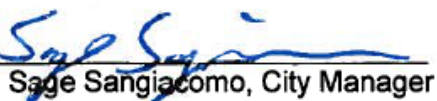
PROPOSED BUDGET AMOUNT: \$12,696 from 90000000-23226

FINANCING SOURCE: Sundays in the Park trust account 90000000-23226

PREVIOUS CONTRACT/PURCHASE ORDER NO.: 1617-202

COORDINATED WITH: Tami Bartolomei; Mary Horger

Approved: _____


Sage Sangiacomo, City Manager



CON NO. 1718-218

Attachment 1

April 12, 2018

This contract is for the services of Keith Gaudette of City of Light Sound and Recording (COL) and The City of Ukiah for the 2018 Sundays in the Park Concert Series, in Ukiah, Ca.

City of Light agrees to provide sound reinforcement, monitoring desk, load-in and load-out, and the appropriate staff to ensure a quality event for the concerts at Todd Grove Park in Ukiah. COL will also abide by the guidelines set out in each tech rider provided by each band.

The City of Ukiah contracts COL for the following concert dates:

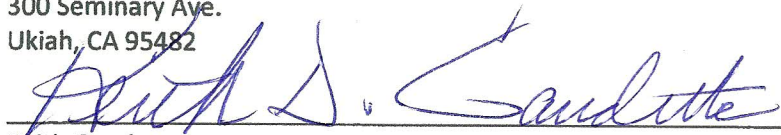
June 10	Urban Outlaws	\$2116.00
June 24	Con Brio	\$2116.00
July 15	Katchafire	\$2116.00
July 29	Diego's Umbrella	\$2116.00
August 12	The Stone Foxes	\$2116.00
August 19	Pimps of Joytime	\$2116.00
Total:		\$ 12,696.00

If requested by the City of Ukiah additional load-in and load-out services may be provided by COL for the concerts by providing two people, for a maximum of five hours per concert, to be paid by the COL and invoiced separately from the services quoted above to the City of Ukiah.

Load-in is 12:00pm each day (or earlier depending on the sound requirements of the act) with the band load-in at 3:00pm. The sound check is to occur between 4:00-5:30pm. ALL SOUND CHECKS ARE TO BE COMPLETED BY 5:30PM AT EACH CONCERT. Concerts will begin at 6:00pm sharp. COL will possibly act as the second on mixing in the event the band comes with their own sound person. Details will be forthcoming.

City of Ukiah will also provide ample electrical requirement for each concert. Payments will be made on the day of each concert.


Sage Sangiacomo
City Manager
300 Seminary Ave.
Ukiah, CA 95482


Keith Gaudette
City of Light
P.O. Box 460
Lakeport, CA 95453

Please return document to Jake Burgess at jburgess@cityofukiah.com or City of Ukiah, 411 West Clay St., Ukiah, CA 95482. Thank you.

City of Light Recording & Sound Co

PO Box 460, Lakeport, CA 95453
www.colrs.net

Phone & Fax 707-263-3038
Email colrs@pacific.net

INVOICE

2018 CONCERT SERIES LABOR

TOTAL \$1,296.00

Seller Keith D Gaudette
Invoice number COL.18.0203
Invoice date 4/7/2018
Customer ID COU
Terms COD

Shipped via seller

SOLD TO

Name Jake Burgess
Address 300 Seminary Dr
Ukiah, CA 95482
Phone 1
Phone 2 707-463-6201 (office)
Fax
Company name City of Ukiah
Email jburgess@cityofukiah.com

REF NO.	QTY	DESCRIPTION	PRICE EACH	#	TOTAL
1	**	June 10			
	6	hrs - labor	18.00	2	216.00
2	**	June 24			
	6	hrs - labor	18.00	2	216.00
3	**	July 15			
	6	hrs - labor	18.00	2	216.00
4	**	July 29			
	6	hrs - labor	18.00	2	216.00
5	**	August 12			
	6	hrs - labor	18.00	2	216.00
6	**	August 19			
	6	hrs - labor	18.00	2	216.00

SUBTOTAL 1,296.00

Sales tax % 0

SHIPPING & HANDLING

PAYMENT

PLEASE PAY THIS AMOUNT

0.00

1,296.00

CITY OF LIGHT RECORDING & SOUND CO

TERMS: COD

City of Light Recording & Sound Co

PO Box 460, Lakeport, CA 95453
www.colrs.net

Phone & Fax 707-263-3038
Email colrs@pacific.net

INVOICE

2018 UKIAH CONCERT SOUND

TOTAL \$11,400.00

Seller Keith D Gaudette
Invoice number COL.18.0202
Invoice date 4/7/2018
Customer ID COU
Terms COD
Shipped via seller

SOLD TO

Name Jake Burgess
Address 300 Seminary Dr
Ukiah, CA 95482
Phone 1
Phone 2 707-463-6201 (office)
Fax
Company name City Of Ukiah
Email jburgess@cityofukiah.com

REF NO.	QTY	DESCRIPTION	PRICE EACH	TOTAL
1	6	COST PER SHOW	1,900.00	11,400.00
		Concert PA w/ FOH and Monitor Systems		
		Includes		
		FOH		
		* Yamaha LS9 32 x 16 mixing console		
		* Eight 3-way speaker stacks. Each stack contains 18", 15" x 2, 2" components		
		* one Proteus digital 4 x 8 stereo xover		
		* QSC Powerlite stereo 3-way amp rack		
		* Outboard rack includes: 8 comps, 1/3 oct stereo graph, FX proc		
		Monitor World		
		* Yamaha LS9 32 x 16 mixing console		
		* Twelve Community 2-way floor wedges		
		* 10 chan Crest CA6 pwr amps		
		* 10 chan 1/3 oct grap		
		* high end mic array, stands, cables		
		Personnel		
		* Two sound technicians		
		* The costs presented above are based upon all artists in the series accepting the above described sound system. Any equipment required outside this package could result in additional rental costs.		
		* Event agrees to provide two able loaders for load-in 11:00AM and load-out. 9PM		
		* Event agrees to provide a meal for each sound crew member.		
SUBTOTAL				11,400.00
Sales tax % 0				
SHIPPING & HANDLING				0.00
PAYMENT				0.00
PLEASE PAY THIS AMOUNT				11,400.00
TERMS: COD				

CITY OF LIGHT RECORDING & SOUND CO

")

City of Light Recording & Sound Co

PO Box 460
Lakeport, CA 95453

Phone & Fax ♦ 707-263-3038
Email ♦ colrs@pacific.net

SOUND SYSTEM SPECIFICATION

PA

Eight JBL SRX 4733 and SRX 4719 series speaker enclosures. Each stack contains:

One 18" spkr

Two 15" spkrs

One 2" horn

Stereo, three-way amp rack

Contains:

Ashley 2.4C Digital Three-way Stereo Xover

One QSC Powerlite 1.8 amp - highs

Two QSC Powerlite 4.0 amps - mids

One QSC Powerlite 6.0 amp - subs

FOH

One Yamaha LS-9 32 x 16 mixing console

Four channels 1/3 oct graph EQ

*) House left

*) House right

*) Subs

*) Delay towers

Monitor World

One Yamaha LS-9 32 x 16 mixing console

Ten channels Crest CA6 amps

Twelve Community CSX58 three-way floor wedges:

Two 12" spkrs, one mid-range device, one horn

Microphone pkg:

Ten SM58's

Ten SM57's
One B52
One SM91
Four SM81
Five B98
Ten Countrymen active DI's
Assortment stands, cables

Power Distro:

Motion Labs
Three phase 220v@200 amps
150' feeder cable pkg
Six dual 30-amp L14N circuits
Eight 110v 20 edison circuits

Staff

Two qualified sound engineers



AGENDA SUMMARY REPORT

SUBJECT: Approval of Change Order #2 to Granite Construction, Inc. in the Amount of \$176,351 for Additional Work Related to the North State Street Intersection - Low Gap Road/Brush Street Storm Drain & Signalization Improvements Project, Specification No. 18-01, and Approval of Corresponding Budget Amendment.

DEPARTMENT: Public Works

PREPARED BY: Jarod Thiele

ATTACHMENTS:

[Attachment 1 - CCO 2 Cost](#)

Summary: Council will consider Approval of Change Order #2 to Granite Construction, Inc. in the Amount of \$176,351 for Additional Work Related to the North State Street Intersection - Low Gap Road/Brush Street Storm Drain & Signalization Improvements Project, Specification No. 18-01, and Approval of Corresponding Budget Amendment

Background: At the August 2, 2017, Regular City Council Meeting, the City Council awarded the construction contract to Granite Construction for \$1,727,623.80. At the September 6, 2017, Council Meeting, the Council

RECOMMENDED ACTION: Approve of Change Order #2 to Granite Construction, Inc. in the Amount of \$176,351 for Additional Work Related to the North State Street Intersection - Low Gap Road/Brush Street Storm Drain & Signalization Improvements Project, Specification No. 18-01, and Approval of Corresponding Budget Amendment

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: FY 17-18; #50924220.80230; \$200,000; FY 17-18; 83024430.80230; \$106,800; FY 17-18; 50824220.80230; \$26,400; FY 17-18; 25124210.80230 PC 10531; \$15,000; FY 17-18; 82224413.80230; \$29,257; FY 17-18; 84024421.80230; FY 17-18; 811,744.80; FY 17-18

PROPOSED BUDGET AMOUNT: \$176,351; FY 17-18; 50924220.80230; \$43,685 FY 17-18; 83024430.80230; \$65,573; FY 17-18; 50824220.80230; \$11,288 FY 17-18; 25124210.80230 PC 10531; \$17,720 FY 17-18; 82224413.80230; \$19,441 FY 17-18; 84024421.80230; \$18,644

FINANCING SOURCE: STP d(1) Fund; Recycled Water Fund; Local Transportation Fund; Special Streets Fund; Water Fund; Sewer Fund; Measure Y Fund

PREVIOUS CONTRACT/PURCHASE ORDER NO.: COU No. 1718-085

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

Approved:


Sage Sangiacomo, City Manager

approved further design work which, included additional ADA (Americans with Disabilities Act) upgrades to curb ramps and driveway aprons for this project, as recommended by Staff. The extra design also included additional sidewalk on the north side of Brush Street, which altered the alignment of the designed storm drain. On March 21, 2018, Council approved Change Order 1 for the additional work in the amount of \$178,965.13 which were for construction of the additional design efforts.

Discussion: During the course of the construction of the Recycled Water Line, new Storm Drain, Sewer Lateral, Water Services, PG&E Gas laterals and Structural Retaining Wall, numerous issues were encountered which required project re-coordination. City staff has been present at the site during all construction activities and at times as many as five team members were present to investigate and deal with unknown utilities and varying site conditions. Design changes have been made in the field during construction activities to ultimately provide the City a better final project.

Attachment 1 is the detail cost recommended for Change Order #2.

Low Gap Brush Street CCO 2 Cost

Labor & Equipment	Underground Cost/Shift	TC Cost/Shift	Notes	Trucking	Trucking HR	Trucking Rate	Trucking Cost	Notes
3/25/2018	5,451.75	1,889.60	80LF	3/25/2018	24.47	138	3,376.86	3 TW
3/26/2018	8,459.05	3,471.61	60LF	3/26/2018	31.8	138	4,388.40	3 TW
3/27/2018	8,397.43	2,389.64	20LF	3/27/2018	25.55	138	3,525.90	3 TW
3/28/2018	9,819.18	3,583.62	40LF	3/28/2018	27	138	3,726.00	3 TW
3/29/2018	10,827.30	2,943.70	20LF	3/29/2018	25.5	138	3,519.00	3 TW
4/2/2018	9,247.32	3,057.17	60LF	4/2/2018	32.11	138	4,431.18	3 TW
4/3/2018	10,504.57	2,179.56	60LF	4/3/2018	31.69	138	4,373.22	3 TW
4/4/2018	11,463.51	1,112.61	80LF	4/4/2018	21	138	2,898.00	3 TW
4/8/2018	9,051.79	1,155.46	20LF	4/8/2018	27	138	3,726.00	3 TW
4/9/2018	10,885.27	1,264.34	40LF/Daywatch	4/9/2018	28.5	138	3,933.00	3 TW
4/10/2018	11,785.29	1,018.26	40LF/Daywatch	4/10/2018	30.75	138	4,243.50	3 TW
4/12/2018	11,842.70	1,365.07	40LF	4/12/2018	45.75	138	6,313.50	3 TW
4/15/2018	0.00	0.00	Rained Out	4/15/2018	0	138	0.00	1 TW
4/16/2018	7,565.93	2,939.09	40LF	4/16/2018	40	138	5,520.00	3 TW
4/17/2018	10,742.23	2,643.85	80LF	4/16/2018	35	138	4,830.00	3 TW
Total	136,043.32	31,013.58		Total			58,804.56	
AVG COST PER SHIFT	9,717.38	2,215.26		AVG COST PER SHIFT			4,200.33	
CCO Portion	77,739.04	17,722.05					33,602.61	
Based on average cost per shift								
Slurry	Expected CY	Actual CY	Delta					
Low Gap (3/25-3/26)	18	90	72					
State St (3/27-4/2)	140	170	30					
Brush St (4/3-4/17)	253	340	87					
Total	411	600	189					
Total Overrun CY	189							
Cost/Yard	105							
Total Slurry Cost	19845							
Shoring Shields	Week							
12' Shield	560.00							
20' Shield	920.00							
Cost/Week	4,440.00							
				3 Weeks				
CCO Portion To Date	129,063.69							
Slurry Cost	19,845.00							
Shoring Cost	4,440.00							
Subtotal	153,348.69							
15% Mark-up	23,002.30							
Total CCO 2 Cost	176,351.00							



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Introduction by Title Only of a Proposed Amended Cannabis Related Business Ordinance.

DEPARTMENT: Community Development

PREPARED BY: Darcy Vaughn

ATTACHMENTS:

[Attachment 1 Cannabis Business Ordinance Amendment CLEAN](#)

[Attachment 2 Cannabis Business Ordinance Amendment REDLINE](#)

Summary: The City Council will discuss and consider introduction by title only of the proposed Cannabis Related Business Ordinance Amendment. The proposed Ordinance Amendment presented here imposes a number of requirements for the use permit applications and operational standards for Cannabis Retailers. These requirements and standards primarily address background checks for applicants and their employees and security and operational plans for business operations.

Background: On January 17, 2018, the Council adopted the Cannabis Related Business Ordinance, which allows Cannabis Related Businesses to operate within the city limits subject to a Use Permit that is renewed annually, and regulates all Cannabis Related Businesses other than medical and adult use Cannabis Retailers. Because of the variety of Cannabis Related Businesses (i.e. seven defined types of commercial cannabis enterprises) regulated by the Ordinance, and because conditions of operation for businesses can be imposed through the Use Permit process, at the time of drafting the Cannabis Related Business Ordinance, the Cannabis Ad Hoc considered and decided that the best approach to regulating Cannabis Related Businesses

RECOMMENDED ACTION: Staff asks that the City Council discuss and consider introduction by title only of the proposed Cannabis Related Business Ordinance Amendment.

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

through the Ordinance would be to avoid explicit and rigorous requirements for operation of these businesses, and instead to allow for flexibility in imposing different regulations for different types of commercial establishments and scenarios for operation by instead using the imposition of conditions for operation in the Use Permit for each Cannabis Related Business.

While this approach to regulating Cannabis Related Businesses does indeed allow for flexibility and inventive approaches to regulation, as soon as the Cannabis Related Business Ordinance went into effect, both the Planning staff in the City's Department of Community Development and the officers of the Ukiah Police Department ("UPD") had questions and concerns about how to effectively and efficiently execute and, if necessary and within their authority, enforce the Ordinance and ensure that businesses were in compliance with the Ordinance. Of most concern to Planning staff and the UPD officers was a lack of explicit operating requirements for Cannabis Related Businesses. For example, the UPD was particularly concerned that the Ordinance contains no explicit requirement that Cannabis Related Business operators and employees must undergo a criminal background check. While this is a requirement of cannabis business operators and employees under the State's commercial cannabis laws, the UPD was concerned that there was no guarantee that a criminal background check that was obtained and provided to the applicable State agency under the State licensing process for cannabis enterprises would also be voluntarily shared with City staff as part of the Use Permit application process. Furthermore, while Planning staff informed the UPD that a criminal background check and security plan for the Business could be required as one of the conditions of the Use Permit, UPD officers pointed out that they do not carry around or have immediate access to Use Permits and other Planning documents, which makes the processes for enforcing such conditions attenuated and inefficient. Instead, the UPD officers urged that some sort of baseline set of requirements for Cannabis Related Business Use Permit applications and operational standards be set forth in the City Code, and that these requirements and standards should be similar to those set forth in the current City Code provisions regulating permitting and operations for Cannabis Retailers. The UPD also requested that any proposed amendments to the City's current regulations for operation of Cannabis Related Businesses make clear which regulations will be enforced by the UPD.

As such, City staff has adopted a number of the application requirements and operational standards that apply to Cannabis Retailers and implemented these provisions to explicitly regulate applications for Use Permits for and operational standards for Cannabis Related Businesses. These provisions are presented here in the Cannabis Related Business Ordinance Amendment.

Discussion: Summary of Changes to Current City Code:

The proposed Cannabis Related Business Ordinance Amendment (see Attachment 1 – Clean and Attachment 2 – Redline) imposes Use Permit application requirements and operational standards to all Cannabis Related Businesses that are very similar to the Dispensary Use Permit application requirements and operational standards that currently apply only to Cannabis Retailers under the City Code. The Amendment requires that all applicants for a Cannabis Related Business Use Permit obtain criminal background checks for themselves and their employees and that the results of these background checks be made available to the UPD as part of the application review process. A Cannabis Related Business Use Permit application must also include a security plan that will be reviewed and approved by the UPD. All Cannabis Related Businesses must have an operating plan in order to obtain a Use Permit, and such plan must include the security plan, a plan for secure storage of cannabis, and a plan for odor control for odors generated from any storage and cultivation of cannabis on the Business premises. In order to facilitate enforcement, all Cannabis Related Businesses must display a copy of their Use Permit onsite.

Annual Use Permit review requirements and all revocation provisions and distance restrictions for Cannabis Related Business will remain in place in the Amendment, but have been moved to a new Article in the City Code that regulates specific uses that are subject to discretionary review through, for example, the Use Permit process.

Further details on the provisions in the proposed Amendment are described below.

Detailed Discussion of Amendments to Cannabis Related Business Ordinance:

As proposed, the draft Cannabis Related Business Ordinance Amendment will impose additional requirements to the application process for Use Permits for Cannabis Related Businesses, as well as imposing explicit operational standards on Cannabis Related Businesses operating in the City pursuant to a Use Permit. These application requirements and operational standards are derived from similar provisions in the current City Code applicable to Dispensaries.

As part of the application for a use permit for a Cannabis Related Business, the applicant must submit a criminal background check for themselves and anyone in a management role in the Business. The application must also include an Operating Plan that consists of, in relevant part, (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 Business premises from being detected outside the premises, and (3) a plan for securing cannabis and cannabis products stored on the Business premises. The application must also show that the Business is in compliance with all applicable distance restrictions for Cannabis Related Businesses, based on current conditions.

In order to operate within the City limits, Cannabis Related Businesses will be required to comply with certain operating standards, including the requirement that applicants, operators, employees, and managers of the business 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 the Business, though this requirement may be excused if the individual's record has been expunged in certain circumstances. No Cannabis Related Business may employ, even on a volunteer basis, anyone under the age of twenty-one. Cannabis Related Businesses are required to comply with all State requirements for their particular business type, including participation in a track and trace system to prevent diversion of cannabis and cannabis products. In the event that any inventory is stolen, lost or otherwise unaccounted for, or in the event of any other sort of security breach, the Business is required to notify the UPD within twenty-four hours. The Ordinance Amendment also allows for City officials, employees, or consultants to conduct administrative inspections of the Business premises to determine compliance with the Ordinance.

As noted above, Use Permits for Cannabis Related Businesses will remain subject to annual review and may be revoked for cause. In addition, the distance restrictions (with possible waiver) that apply to Dispensaries also apply to all Cannabis Related Businesses. However, the current provisions of the City Code that contain these regulations have been moved to a new Article 15.7 of the City Code that applies to certain land uses that require specific regulations and that are subject to discretionary review. Some of these provisions were formerly located in Article 15.6 of Division 9 of the City Code. This was in error as Article 15.6 was intended to apply only to uses that are not subject to discretionary review. Since all Cannabis Related Businesses are subject to discretionary review through the Use Permit process, it was necessary to remove these provisions from Article 15.6 and considered advisable to create a new Article 15.7 for regulations for specific uses that are subject to discretionary review.

As such, Sections 1 and 2 of this Ordinance remove the Cannabis Business provisions from Article 15.6, where they do not belong because Article 15.6 applies only to uses that are not subject to discretionary review. Section 3 below moves these Cannabis Business provisions into a new Article 15.7 that does apply to uses that are subject to discretionary review, i.e. through the use permit process. In addition, Subsections J, K, and L of Section 9262 have been moved to UCC Section 9174.2, subsections C, D, and E, so that these provisions are also codified with the other Cannabis Related Business use provisions.

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.

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING SECTION 9261 OF THE UKIAH CITY CODE TO AMEND THE USE PERMIT APPLICATION PROCESS AND OPERATIONAL STANDARDS FOR CANNABIS RELATED BUSINESSES.

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

SECTION 1

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 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 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 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 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 of this code and those included elsewhere in the City Code, the requirements of sections 9173.2 through 9173.6 of this code shall control.

SECTION 2

Article 15.6 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by deleting Section 9173.7.

SECTION 3

A new Article 15.7 of Chapter 2 in Division 9 of the Ukiah City Code is added and shall read as follows:

ARTICLE 15.7. STANDARDS FOR SPECIFIC LAND USES THAT ARE SUBJECT TO DISCRETIONARY REVIEW

§9174 PURPOSE

Sections 9174.2 through 9174.3 in this article provide site planning, development, and/or operational standards for certain land uses that are allowed in certain zoning districts and are subject to discretionary review through the use permit process but that may have unique adverse impacts. The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use.

§9174.1 APPLICABILITY

The land uses and activities included in sections 9174.2 through 9174.9 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 9174.2 through 9174.9 of this Code shall only be located in the zoning districts indicted in Articles 3 through 15 of this Chapter 2, Division 9 or as otherwise indicated in this Chapter.

B. Development Standards: The standards for specific land uses included in sections 9174.2 through 9174.9 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 9174.2 through 9174.9 of this Code and those included elsewhere in the City Code, the requirements of sections 9174.2 through 9174.3 of this Code shall control.

§9174.2 CANNABIS-RELATED BUSINESSES

A. Cannabis-Related Business Use Permit Application Requirements:

1. Submission: A complete 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 Cannabis Related Business complies with this Section, and any other information or submissions required by this Code. All applications for Use Permits for Cannabis-Related Businesses 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.

2. 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 Use Permit.

3. Submittal Requirements: Any application for a Use Permit for a Cannabis-Related Business shall include the following information:

a. 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;

b. Applicant(s) Mailing Address: The address to which notice of action on the application is to be mailed;

c. Previous Addresses: Previous addresses for the past five (5) years immediately prior to the present address of the applicant;

- d. Verification of Age: Written proof that the applicant is at least twenty-one (21) years of age;
- e. Physical Description: Applicant's height, weight, color of eyes and hair;
- f. Photographs: Passport quality photographs for identification purposes;
- g. Employment History: All business, occupation, or employment of the applicant for the five (5) years immediately preceding the date of the application;
- h. Tax History: The Cannabis Related 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;
- i. Management Information: The name or names and addresses of the person or persons having the management or supervision of applicant's business;
- j. Criminal Background: A completed 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;
- k. Employee Information: Number of employees, volunteers, and other persons who will work at the Cannabis-Related Business;
- l. Plan of Operations: A plan of operations describing how the Cannabis Related Business will operate consistent with the intent of State law, including obtaining all applicable State licenses, and the provisions of this Section, including but not limited to ensuring that the Cannabis-Related Business will not engage in cannabis-related commercial activities that violate California law or this chapter.
- m. Written Response to Cannabis Related Business Standards: The applicant shall provide a comprehensive written response identifying how the Cannabis Related Business plan complies with each of the standards for review in this chapter, specifically the limitation on location and operating requirements in this Article;
- n. 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;
- o. Floor Plan: A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the Cannabis Related Business. 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");

p. Site Plan: A sketch or diagram showing exterior configuration of the premises, including the outline of all existing and proposed 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");

q. Accessibility Evaluation: A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements;

r. Neighborhood Context Map: An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the Cannabis Related Business, and: (a) the property lines of any school within six hundred feet (600') of the property line of the Business 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 Business 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 Business;

s. 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;

t. City Authorization: Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

u. Statement of Owner's Consent: A statement in writing by the Owner that he or she certifies under penalty of perjury that the applicant has the consent of the Owner and landlord to operate a Cannabis Related Business at the location;

v. 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;

w. 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.

B. Operating Requirements for Cannabis Related Businesses: Cannabis Related Business operations shall be established and managed only in compliance with the following standards:

1. Criminal History: Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a Cannabis Related Business 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.

2. Minors:

a. It is unlawful for any permittee, operator, or other person in charge of any Cannabis Related Business to employ any person who is not at least twenty-one (21) years of age.

b. The burden of proof is on the Cannabis Related Business personnel to establish compliance with this subsection B.2 by clear and convincing evidence.

3. Inventory and tracking: Cannabis Related Businesses shall at all times operate in a manner to prevent diversion of Cannabis and shall promptly comply with any track and trace program established by the State.

4. Multiple permits per site: Multiple Cannabis Related Businesses proposed on any one site or parcel shall be granted permit approval only if all of the proposed Cannabis Businesses and their co-location are authorized by both City and state law. Operators of Cannabis Related Businesses issued Use Permits for multiple business types or State license types at the same physical address shall maintain clear separation between license types unless otherwise authorized by this Code and State law.

5. Operating Plans: An Operating Plan for a Cannabis Related Business must contain the following unless not applicable:

a. Storage: A Cannabis Related Business shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of cannabis and cannabis products.

b. Odors Control: The Cannabis Related Business shall have an air treatment system that prevents odors generated from any storage and cultivation of cannabis on the Business property from being detected by any reasonable person of normal sensitivity outside the Cannabis Related Business premises. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

c. Security Plans: A Cannabis Related Business shall provide adequate security on the premises, as approved by the Chief of Police, 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.

d. 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.

e. 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 Cannabis Related Business's security cameras, the Cannabis Related Business shall provide the Chief of Police or his or her designee with a useable digital copy of the security video upon request or at the earliest convenience.

f. Alarm System: Professionally monitored premises and panic alarm system shall be installed and maintained in good working condition.

g. Emergency access. Security measures shall be designed to ensure emergency access in compliance the California Fire Code and Ukiah Valley Fire Authority standards.

h. Emergency Contact: A Cannabis Related Business 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 Business. The Business 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.

6. Signage and Notices:

a. Address identification shall comply with illuminated address signs requirements.

b. 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.

7. Employee Records: Each owner or operator of a Cannabis Related Business shall maintain a current register of the names of all volunteers and employees currently working at or employed by the Cannabis Related Business, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this Article.

8. 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.

9. 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 or the California Public Records Act.

10. Display of Permit: Every Cannabis Related Business shall display at all times during business hours the Use Permit issued pursuant to the provisions of this chapter for such Business in a conspicuous place so that the same may be readily seen by all persons entering the Business.

11. Inspections: During normal business hours, Cannabis Related Businesses 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 Article. Any Cannabis Related Business's refusal to comply with this section shall be deemed a violation of this Article.

12. Notification of Theft, Loss, and Criminal Activity: Cannabis Related 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:

- a. A significant discrepancy in the Business's inventory.
- b. The Operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the Business.
- c. 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 Business pertaining to the operations of the Retailer.
- d. The Operator becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, customers or clients, or the Business's employees or agents.
- e. 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.

C. Review and Revocation: Use permits issued for Cannabis Related Business shall be subject to annual review according to the procedures set forth in subsection D of this section, and shall be subject to revocation according to the procedures set forth in subsection E of this section.

D. Annual Review of Use Permits for Cannabis Related Businesses:

1. Use permits for Cannabis Related Business will be subject to annual review by the Zoning Administrator, including inspection of the business by the Zoning Administrator or his designee, to determine whether the business is being operated in accordance with any conditions of approval imposed on the use permit as issued by the Planning Commission or Zoning Administrator. The City Council may, from time to time by resolution in accordance with the procedures required by law, establish fees to be charged and collected for annual review pursuant to this subsection.

2. In the course of annual review and after annual inspection, the Zoning Administrator shall make findings of fact regarding the Cannabis Related Business operator's adherence to the conditions of approval for the use permit. In addition, the Zoning Administrator will consider the following nonexclusive criteria in making findings of fact which may be grounds for revocation of a use permit for a Cannabis Related Business:

- a. Whether the Cannabis Related Business operated pursuant to the use permit has generated an excessive number of calls for police service compared to similarly situated

businesses of the same size as the Cannabis Related Business.

b. 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, odors, or lewd conduct.

c. Whether the Cannabis Related Business operating pursuant to a use permit has a history of inadequate safeguards or procedures that show it is likely that it will not comply with any operating requirements and standards required in the conditions of approval.

d. Whether the Cannabis Related Business s has failed to pay fees, penalties, or taxes required by the conditions of approval of the use permit or by this code or State law, or has failed to comply with any requirements for the production of records or other reporting requirements of this code.

e. Whether the operator of the Cannabis Related Business 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 an operator of a Cannabis Related Businesses. 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.

f. Whether the operator or managers of the Cannabis Related Business have previously or are currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

g. Whether the cannabis-related business has been operated in compliance with applicable State law and provisions of this code generally.

3. If the Zoning Administrator determines that the Cannabis Related Business s is being operated in violation of any conditions of approval imposed on the use permit as issued by the Planning Commission or the Zoning Administrator, the use permit may be subject to revocation.

E. Revocation of Use Permits for Cannabis Related Businesses:

1. In addition to the reasons for revocation of an approved use permit set forth in subsection H2 of Section 9262 of this Code and subsection D2 of this Section, an approved use permit for a cannabis-related business may be revoked through the City's revocation process, as set forth in subsection H2 of Section 9262, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator, if the Cannabis Related Business is operated in a manner that violates the conditions of approval imposed by the use permit or the provisions of this code, or conflicts with State law. At the public hearing to be conducted by the Zoning Administrator as set forth in subsection H2 of this Section 9262, the Zoning Administrator shall make findings regarding the alleged specific violations of this code or State law.

2. An appeal of the Zoning Administrator's decision on revocation of a use permit for a

Cannabis Related Business may be made to the Planning Commission for a final decision. Any such appeal must comply with the requirements of section 9266 of this code, except that all references therein to the City Council shall be deemed to refer to the Planning Commission.

3. When a final decision revoking a use permit for a Cannabis Related Business is made as provided in this section, the permittee shall become ineligible for a period of three (3) years thereafter to apply for a use permit for a Cannabis Related Business. The ineligibility shall include any corporation or other business entity, including, but not limited to, a partnership or limited liability company, in which the permittee has any direct or indirect beneficial, financial or ownership interest.

F. Limitations on Locations of Cannabis Related Businesses

1. All Cannabis Related Businesses, as defined in Section 9278 of this code, operating subject to use permits under this chapter will operate indoors in a fully enclosed secure structure, as defined in Section 9254 of this Code, and shall not be allowed in the following areas:

a. Within six hundred feet (600') of a school, as defined in section 5702P of this code, 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 Cannabis Related Business is to be located without regard to intervening structures, pursuant to California Health and Safety Code section 11362.768; or

b. Within two hundred fifty feet (250') of a youth-oriented facility other than a school, as defined in section 5702R of this code, 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 Cannabis Related Business is to be located, and not radial distance; or

c. Abutting, on any side of the parcel upon which the Cannabis Related Business is located, a parcel occupied by a youth-oriented facility or a school; or

d. Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation; or

e. 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 Cannabis Related Business and the residential unit or the residentially zoned property that the decision-making entity charged with hearing and making the decision on the use permit application or the appeal of that decision determines sufficient to provide an appropriate separation.

2. A waiver of the provisions in subsections 1a through b 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 Zoning Administrator or the Planning Commission makes a finding of no adverse impact resulting from the proposed location of the Cannabis Related Business.

§9174.3 [RESERVED]

§9174.4 [RESERVED]

§9174.5 [RESERVED]

§9174.6 [RESERVED]

§9174.7 [RESERVED]

§9174.8 [RESERVED]

§9174.9 [RESERVED]

SECTION 4

Article 20 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by deleting Subsections J, K, and L of Section 9262.

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 May __, 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 SECTION 9261 OF THE UKIAH CITY CODE TO AMEND THE USE PERMIT APPLICATION PROCESS AND OPERATIONAL STANDARDS FOR CANNABIS RELATED BUSINESSES.

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

SECTION 1

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~~6 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~~6 of this code shall comply with the provisions of the section applicable to the specific land use, in addition to all other applicable provisions of this article and the Ukiah City Code.

A. Where Allowed: The uses that are subject to the standards in sections 9173.2 through 9173.~~7~~6 of this code shall only be located in the zoning districts indicted herein.

B. Development Standards: The standards for specific land uses included in sections 9173.2 through 9173.~~7~~6 of this code are required and supplement those included in the Ukiah City Code. In the event of any conflict between the requirements of sections 9173.2 through 9173.~~7~~6 of this code and those included elsewhere in the City Code, the requirements of sections 9173.2 through 9173.~~7~~6 of this code shall control.

SECTION 2

Article 15.6 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by deleting Section 9173.7.

SECTION 3

A new Article 15.7 of Chapter 2 in Division 9 of the Ukiah City Code is added and shall read as follows:

ARTICLE 15.7. STANDARDS FOR SPECIFIC LAND USES THAT ARE SUBJECT TO DISCRETIONARY REVIEW

§9174 PURPOSE

Sections 9174.2 through 9174.3 in this article provide site planning, development, and/or operational standards for certain land uses that are allowed in certain zoning districts and are subject to discretionary review through the use permit process but that may have unique adverse impacts. The standards for each use are intended to mitigate any potentially adverse impacts associated with the specific use.

§9174.1 APPLICABILITY

The land uses and activities included in sections 9174.2 through 9174.9 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 9174.2 through 9174.9 of this Code shall only be located in the zoning districts indicted in Articles 3 through 15 of this Chapter 2, Division 9 or as otherwise indicated in this Chapter.

B. Development Standards: The standards for specific land uses included in sections 9174.2 through 9174.9 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 9174.2 through 9174.9 of this Code and those included elsewhere in the City Code, the requirements of sections 9174.2 through 9174.3 of this Code shall control.

§9174.2 CANNABIS-RELATED BUSINESSES

A. Cannabis-Related Business Use Permit Application Requirements:

1. Submission: A complete 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 Cannabis Related Business complies with this Section, and any other information or submissions required by this Code. All applications for Use Permits for Cannabis-Related Businesses 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.

2. 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 Use Permit.

3. Submittal Requirements: Any application for a Use Permit for a Cannabis-Related Business shall include the following information:

a. 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;

b. Applicant(s) Mailing Address: The address to which notice of action on the application is to be mailed;

c. Previous Addresses: Previous addresses for the past five (5) years immediately prior to the present address of the applicant;

- d. Verification of Age: Written proof that the applicant is at least twenty-one (21) years of age;
- e. Physical Description: Applicant's height, weight, color of eyes and hair;
- f. Photographs: Passport quality photographs for identification purposes;
- g. Employment History: All business, occupation, or employment of the applicant for the five (5) years immediately preceding the date of the application;
- h. Tax History: The Cannabis Related 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;
- i. Management Information: The name or names and addresses of the person or persons having the management or supervision of applicant's business;
- j. Criminal Background: A completed 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;
- k. Employee Information: Number of employees, volunteers, and other persons who will work at the Cannabis-Related Business;
- l. Plan of Operations: A plan of operations describing how the Cannabis Related Business will operate consistent with the intent of State law, including obtaining all applicable State licenses, and the provisions of this Section, including but not limited to ensuring that the Cannabis-Related Business will not engage in cannabis-related commercial activities that violate California law or this chapter.
- m. Written Response to Cannabis Related Business Standards: The applicant shall provide a comprehensive written response identifying how the Cannabis Related Business plan complies with each of the standards for review in this chapter, specifically the limitation on location and operating requirements in this Article;
- n. 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;
- o. Floor Plan: A sketch or diagram showing the interior configuration of the premises, including a statement of the total floor area occupied by the Cannabis Related Business. 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");

p. Site Plan: A sketch or diagram showing exterior configuration of the premises, including the outline of all existing and proposed 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");

q. Accessibility Evaluation: A written evaluation of accessibility to and within the building, and identification of any planned accessibility improvements;

r. Neighborhood Context Map: An accurate straight-line drawing depicting the building and the portion thereof to be occupied by the Cannabis Related Business, and: (a) the property lines of any school within six hundred feet (600') of the property line of the Business 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 Business 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 Business;

s. 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;

t. City Authorization: Written authorization for the City, its agents and employees to seek verification of the information contained within the application;

u. Statement of Owner's Consent: A statement in writing by the Owner that he or she certifies under penalty of perjury that the applicant has the consent of the Owner and landlord to operate a Cannabis Related Business at the location;

v. 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;

w. 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.

B. Operating Requirements for Cannabis Related Businesses: Cannabis Related Business operations shall be established and managed only in compliance with the following standards:

1. Criminal History: Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a Cannabis Related Business 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.

2. Minors:

a. It is unlawful for any permittee, operator, or other person in charge of any Cannabis Related Business to employ any person who is not at least twenty-one (21) years of age.

b. The burden of proof is on the Cannabis Related Business personnel to establish compliance with this subsection B.2 by clear and convincing evidence.

3. Inventory and tracking: Cannabis Related Businesses shall at all times operate in a manner to prevent diversion of Cannabis and shall promptly comply with any track and trace program established by the State.

4. Multiple permits per site: Multiple Cannabis Related Businesses proposed on any one site or parcel shall be granted permit approval only if all of the proposed Cannabis Businesses and their co-location are authorized by both City and state law. Operators of Cannabis Related Businesses issued Use Permits for multiple business types or State license types at the same physical address shall maintain clear separation between license types unless otherwise authorized by this Code and State law.

5. Operating Plans: An Operating Plan for a Cannabis Related Business must contain the following unless not applicable:

a. Storage: A Cannabis Related Business shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of cannabis and cannabis products.

b. Odors Control: The Cannabis Related Business shall have an air treatment system that prevents odors generated from any storage and cultivation of cannabis on the Business property from being detected by any reasonable person of normal sensitivity outside the Cannabis Related Business premises. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

c. Security Plans: A Cannabis Related Business shall provide adequate security on the premises, as approved by the Chief of Police, 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.

d. 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.

e. 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 Cannabis Related Business's security cameras, the Cannabis Related Business shall provide the Chief of Police or his or her designee with a useable digital copy of the security video upon request or at the earliest convenience.

f. Alarm System: Professionally monitored premises and panic alarm system shall be installed and maintained in good working condition.

g. Emergency access. Security measures shall be designed to ensure emergency access in compliance the California Fire Code and Ukiah Valley Fire Authority standards.

h. Emergency Contact: A Cannabis Related Business 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 Business. The Business 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.

6. Signage and Notices:

a. Address identification shall comply with illuminated address signs requirements.

b. 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.

7. Employee Records: Each owner or operator of a Cannabis Related Business shall maintain a current register of the names of all volunteers and employees currently working at or employed by the Cannabis Related Business, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this Article.

8. 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.

9. 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 or the California Public Records Act.

10. Display of Permit: Every Cannabis Related Business shall display at all times during business hours the Use Permit issued pursuant to the provisions of this chapter for such Business in a conspicuous place so that the same may be readily seen by all persons entering the Business.

11. Inspections: During normal business hours, Cannabis Related Businesses 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 Article. Any Cannabis Related Business's refusal to comply with this section shall be deemed a violation of this Article.

12. Notification of Theft, Loss, and Criminal Activity: Cannabis Related 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:

- a. A significant discrepancy in the Business's inventory.
- b. The Operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the Business.
- c. 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 Business pertaining to the operations of the Retailer.
- d. The Operator becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, customers or clients, or the Business's employees or agents.
- e. 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.

C. Review and Revocation: Use permits issued for Cannabis Related Business shall be subject to annual review according to the procedures set forth in subsection D of this section, and shall be subject to revocation according to the procedures set forth in subsection E of this section.

D. Annual Review of Use Permits for Cannabis Related Businesses:

1. Use permits for Cannabis Related Business will be subject to annual review by the Zoning Administrator, including inspection of the business by the Zoning Administrator or his designee, to determine whether the business is being operated in accordance with any conditions of approval imposed on the use permit as issued by the Planning Commission or Zoning Administrator. The City Council may, from time to time by resolution in accordance with the procedures required by law, establish fees to be charged and collected for annual review pursuant to this subsection.

2. In the course of annual review and after annual inspection, the Zoning Administrator shall make findings of fact regarding the Cannabis Related Business operator's adherence to the conditions of approval for the use permit. In addition, the Zoning Administrator will consider the following nonexclusive criteria in making findings of fact which may be grounds for revocation of a use permit for a Cannabis Related Business:

- a. Whether the Cannabis Related Business operated pursuant to the use permit has generated an excessive number of calls for police service compared to similarly situated

businesses of the same size as the Cannabis Related Business.

b. 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, odors, or lewd conduct.

c. Whether the Cannabis Related Business operating pursuant to a use permit has a history of inadequate safeguards or procedures that show it is likely that it will not comply with any operating requirements and standards required in the conditions of approval.

d. Whether the Cannabis Related Business s has failed to pay fees, penalties, or taxes required by the conditions of approval of the use permit or by this code or State law, or has failed to comply with any requirements for the production of records or other reporting requirements of this code.

e. Whether the operator of the Cannabis Related Business 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 an operator of a Cannabis Related Businesses. 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.

f. Whether the operator or managers of the Cannabis Related Business have previously or are currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

g. Whether the cannabis-related business has been operated in compliance with applicable State law and provisions of this code generally.

3. If the Zoning Administrator determines that the Cannabis Related Business s is being operated in violation of any conditions of approval imposed on the use permit as issued by the Planning Commission or the Zoning Administrator, the use permit may be subject to revocation.

E. Revocation of Use Permits for Cannabis Related Businesses:

1. In addition to the reasons for revocation of an approved use permit set forth in subsection H2 of Section 9262 of this Code and subsection D2 of this Section, an approved use permit for a cannabis-related business may be revoked through the City's revocation process, as set forth in subsection H2 of Section 9262, except that all references therein to the Planning Commission shall be deemed to refer to the Zoning Administrator, if the Cannabis Related Business is operated in a manner that violates the conditions of approval imposed by the use permit or the provisions of this code, or conflicts with State law. At the public hearing to be conducted by the Zoning Administrator as set forth in subsection H2 of this Section 9262, the Zoning Administrator shall make findings regarding the alleged specific violations of this code or State law.

2. An appeal of the Zoning Administrator's decision on revocation of a use permit for a

Cannabis Related Business may be made to the Planning Commission for a final decision. Any such appeal must comply with the requirements of section 9266 of this code, except that all references therein to the City Council shall be deemed to refer to the Planning Commission.

3. When a final decision revoking a use permit for a Cannabis Related Business is made as provided in this section, the permittee shall become ineligible for a period of three (3) years thereafter to apply for a use permit for a Cannabis Related Business. The ineligibility shall include any corporation or other business entity, including, but not limited to, a partnership or limited liability company, in which the permittee has any direct or indirect beneficial, financial or ownership interest.

F. Limitations on Locations of Cannabis Related Businesses

1. All Cannabis Related Businesses, as defined in Section 9278 of this code, operating subject to use permits under this chapter will operate indoors in a fully enclosed secure structure, as defined in Section 9254 of this Code, and shall not be allowed in the following areas:

a. Within six hundred feet (600') of a school, as defined in section 5702P of this code, 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 Cannabis Related Business is to be located without regard to intervening structures, pursuant to California Health and Safety Code section 11362.768; or

b. Within two hundred fifty feet (250') of a youth-oriented facility other than a school, as defined in section 5702R of this code, 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 Cannabis Related Business is to be located, and not radial distance; or

c. Abutting, on any side of the parcel upon which the Cannabis Related Business is located, a parcel occupied by a youth-oriented facility or a school; or

d. Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation; or

e. 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 Cannabis Related Business and the residential unit or the residentially zoned property that the decision-making entity charged with hearing and making the decision on the use permit application or the appeal of that decision determines sufficient to provide an appropriate separation.

2. A waiver of the provisions in subsections 1a through b 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 Zoning Administrator or the Planning Commission makes a finding of no adverse impact resulting from the proposed location of the Cannabis Related Business.

§9174.3 [RESERVED]

§9174.4 [RESERVED]

§9174.5 [RESERVED]

§9174.6 [RESERVED]

§9174.7 [RESERVED]

§9174.8 [RESERVED]

§9174.9 [RESERVED]

SECTION 4

Article 20 of Chapter 2 in Division 9 of the Ukiah City Code is hereby amended by deleting Subsections J, K, and L of Section 9262.

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 May __, 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: Consider a Memorandum of Understanding (MOU) with the County of Mendocino Regarding the Request for Proposal Process to Establish an Exclusive Operating Area (EOA) for Emergency Ambulance Services for Inland Mendocino County.

DEPARTMENT: Fire

PREPARED BY: Sage Sangiacomo

ATTACHMENTS:

[Attachment 1 - Memorandum of Understanding](#)

Summary: The City Council will consider a memorandum of understanding ("MOU") with the County of Mendocino regarding the request for proposal process to establish an exclusive operating area ("EOA") for emergency ambulance services for inland Mendocino County.

Background: The California Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act ("EMS Act": Health and Safety Code §§ 1797 et seq.) empowers the County to establish an Emergency Medical Services program and to establish a local Emergency Medical Services Authority ("EMS Authority"). The County through its EMS Authority has decided to establish an exclusive operating area ("EOA") in Mendocino County pursuant to Health and Safety Code Section 1797.224, excluding only the coastal areas of the County. The proposed EOA will include the areas within the City of Ukiah and Ukiah Valley Fire Protection District boundaries as well as areas as far east as Covelo and as far north as Leggett. The County and the EMS Authority are nearing completion of a Request for Proposals ("RFP") to qualified service providers

RECOMMENDED ACTION: Approve the memorandum of understanding with the County of Mendocino regarding the request for proposal process to establish an exclusive operation area for emergency ambulance service for inland Mendocino County.

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: Dan Grebil, Fire Authority Administrator and David Rapport, City Attorney

Approved: _____

Sage Sangiacomo, City Manager

("Bidders") to be the exclusive emergency response ambulance service for the EOA.

Discussion: During the County's development of the request for proposals for an exclusive emergency response ambulance service, the County has taken the position that the City cannot participate in the detailed drafting of the RFP because of the potential contractual relationships that may arise between the City and potential Bidders related to support and back-up services. In order to ensure any concerns are discussed and addressed prior to the award of an RFP, the County offered to enter into a memorandum of understanding with the City to ensure issues could be addressed and satisfied once the RFP is released and available for review. Per the revised draft MOU, the City will have 14 days to submit comments and concerns. If comments are submitted, the City and County will be required to meet and confer in good faith to address the City's concerns.

Also included in the MOU are provisions that acknowledge that the City will not be a bidder on the RFP, but acknowledges that the City will not waive any rights it may have concerning the administration of emergency medical services or its respective authority under the EMS Act.

The draft MOU is included as Attachment #1 for review and consideration. Staff is recommending approval of the MOU with the County of Mendocino regarding the request for proposal process to establish an exclusive operation area for emergency ambulance service for inland Mendocino County.

Note: This item was continued from the previous City Council Meeting on May 2nd. Since that time, City and County staff were able to meet and develop a final draft of the MOU that is being offered to each board for consideration with a staff recommendation to approve.

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE COUNTY OF MENDOCINO

AND

THE CITY OF UKIAH

This Memorandum of Understanding (“MOU”) is made and entered on _____, 2018 (“Effective Date”), in Ukiah, California, between the County of Mendocino (“County”), a California county and political subdivision of the State of California and the City of Ukiah (“City”), a general law municipal corporation. County or City may be referred to herein as “Party” or collectively as “Parties.”

RECITALS:

1. The California Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act (“EMS Act”: Health and Safety Code §§ 1797 et seq.) empowers the County to develop an emergency medical services program and designate a local Emergency Medical Services (“EMS”) agency.
2. The City of Ukiah has entered a Joint Powers Agreement (“JPA”) with the Ukiah Valley Fire Protection District (“District”). City and District, under the name Ukiah Valley Fire Authority (“Fire Authority”), jointly provide fire protection, emergency medical services and other emergency services to the City and the District.
3. The City maintains that it has provided emergency medical services in the City since prior to June 1, 1980, and may have a right to retain some administration of EMS in the City pursuant to Health and Safety Code section 1797.201.
4. County has decided to establish an exclusive operating area (“EOA”) in Mendocino County pursuant to Health and Safety Code section 1797.224, excluding only the coastal areas of the County. The proposed EOA will include the areas within the City and District boundaries as well as areas as far east as Covelo and as far north as Leggett.
5. The County is nearing completion of a Request for Proposals (“RFP”) to qualified service providers (“Bidders”) to be the exclusive emergency response ambulance service for the EOA.
6. The City cannot participate in the detailed drafting of the RFP, because of the potential contractual relationships that may arise between the City and potential Bidders.
7. Since the County cannot legally provide the draft RFP to the City or District (a potential subcontractor) for their review and comment before the formal RFP is released, the City and District have not had the opportunity to fully address the provisions of the RFP that may affect the quality of emergency ambulance service in the City and the District, the cost of service, the

impact on the City's provision of EMS in the City and the District, or other aspects of emergency ambulance service as they may impact the City or the District.

8. To address the City's and District's concerns, the parties have entered into this MOU to provide the City with an adequate opportunity to review the specific provisions of the RFP and to seek changes or modifications of the RFP after it is released to Bidders while retaining any rights the City may have pursuant to Health and Safety Code section 1797.201.

AGREEMENT:

In reliance upon the above-recitals, the parties agree as follows:

1. Upon its formal release, the City shall have fourteen (14) days to submit to the County written comments and concerns addressing the specific provisions of the RFP.
2. If the City submits comments as provided in Section 1 of the Agreement, the County agrees not to conduct a Responders Conference as described in Section III of the Guidelines for Creating Exclusive Emergency Medical Services Operating Service Areas promulgated by the California Emergency Medical Services Authority or similar meeting with Bidders, until the City and County meet and confer in good faith to address the City's concerns, not to exceed thirty days (30) after the release of the RFP.
3. Except as expressly provided in this Agreement, neither the City nor the County waive any rights it may have concerning the administration of emergency medical services or its respective authority under the EMS Act.
4. The City and the District, by this agreement, waive their right to submit a proposal to the RFP, but retain the right to provide support or back-up services to potential ambulance service providers that insure an adequate level of service in the City and the District.
5. Any notice given under this Agreement shall be in writing and deemed given when personally delivered, delivered by overnight courier service, such as Federal Express, sent by email, with acknowledgment of receipt, or 48 hours after deposited in the U.S. mail with proper first class postage affixed thereto, and addressed to the Parties as follows:

City:

City Manager
City of Ukiah
Ukiah Civic Center
300 Seminary Avenue
Ukiah, California 95482
Email: ssangiacomo@cityofukiah.com

With copy to:
Daniel Grebil, Administrator
Ukiah Valley Fire Authority

County:

County Executive Officer
Executive Office
501 Low Gap Road, Room 1010
Ukiah, CA 95482
angeloc@mendocinocounty.org

With copy to:
Bryan Cleaver, EMS Coordinator
Coastal Valleys EMS Agency

1500 South State Street
Ukiah, CA 95482
Email: dgrebil@cityofukiah.com

195 Concourse Blvd., Suite B
Santa Rosa CA 95403
Bryan.Cleaver@sonoma-county.org

Each party may by notice in writing change its address for the purpose of this Agreement.

6. This MOU contains the entire agreement between the City and the County concerning the release and modification of the RFP for the EOA and supersedes any statements, representations or agreements that were made or entered prior to the Effective Date. This Agreement will terminate on June 30, 2021.

WHEREFORE, the parties have entered this Agreement on the Effective Date.

CITY OF UKIAH

COUNTY OF MENDOCINO

By: _____

By: _____
Dan Hamburg, Chair
Mendocino County
Board of Supervisors

ATTEST:

ATTEST:

Kristine Lawler, City Clerk

Carmel Angelo, Clerk of the Board

Approved as to form:

Approved as to form:

David J. Rapport, City Attorney

Katharine L. Elliott, County Counsel



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Action Regarding Adopting in Concept, Mendocino County's Homeless Needs Assessment and Action Steps by Marbut Consulting and Creation of Corresponding Ad Hoc Committee.

DEPARTMENT: Police

PREPARED BY: Justin Wyatt

ATTACHMENTS:

[Attachment 1 - Marbut Consulting Report](#)

Summary: The City Council will consider adopting in concept the observations and findings, data analysis, and recommendations contained within the Homeless Needs Assessment and Action Steps for Mendocino County Report by Marbut Consulting, prepared for the County of Mendocino, as well as the creation of a corresponding ad hoc committee.

Background: Homelessness within the County of Mendocino and City of Ukiah continues to be a significant issue. This has impacted the community in many ways and has strained delivery of municipal and supportive services. In October 2017, the County of Mendocino, through Health and Human Services and in partnership with the County's three cities, contracted with homelessness expert Dr. Robert Marbut Jr, of Marbut Consulting, to perform a homelessness needs assessment within Mendocino County.

Dr. Marbut's research was focused where most of the homeless in the County are geographically located,

RECOMMENDED ACTION: Staff recommends that the City Council adopt in concept the Mendocino County Homeless Needs Assessment and Action Steps, direct staff to continue to pursue collaborative implementation with the County of Mendocino and community partners, and create a corresponding ad hoc committee.

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: Shannon Riley, Deputy City Manager and Sage Sangiacomo, City Manager

Approved: _____


Sage Sangiacomo, City Manager

which is within and around the cities of Ukiah, Willits, and Fort Bragg. His scope of study to develop practical recommendations included interviews with stakeholders, site visits and inventories of service providers, interviews and surveys with the homeless, examination of prior data, street level observations, law enforcement ride-alongs, and posing as a homeless person.

Dr. Marbut then evaluated existing homeless services within the county, performed a needs assessment and gaps analysis between existing services and identified needs, and included the types and capacity of services needed within the County.

The results of this study and corresponding recommendations were presented to the Mendocino County Board of Supervisors, and to the community, in March 2018. In April 2018, the Mendocino County Board of Supervisors voted to endorse in concept the recommended strategic action steps endorsed by the Marbut Consulting Report, with direction to staff to pursue collaborative implementation with community partners.

Discussion: The data collected and represented in the Marbut study indicates that the highest concentration of homeless individuals in Mendocino County exists within the city limits of Ukiah. The data indicates 106 individuals engaged in homelessness programming within the city, and another 93 to 115 individuals who are experiencing street level homelessness within Ukiah. Another 26 to 37 individuals were identified experiencing homelessness outside city limits but within close proximity to the City of Ukiah. The data therefore indicates as many as 258 individuals are experiencing homelessness in and about the city limits of Ukiah, and that a little over 60% can be considered local rather than from outside Mendocino County. His data further indicates there is actually little movement between jurisdictions among the homeless.

A few of the challenges Dr. Marbut identified that are facing the Mendocino County communities pertaining to homelessness include a lack of common understanding of the different sub cohorts and groups typically thought of generally as homeless, and decision making that tends to be tactical and focused upon symptoms rather than strategic and focused upon causes. Dr. Marbut observed that decisions tend to start and stay at an agency levels rather than at a system levels, and are typically based upon a lack of useful county-wide data.

Dr. Marbut further recognizes some of the problems include the proliferation of stolen shopping carts and the problem of drug and alcohol abuse and its relation with panhandling and hand-outs within the city limits of Ukiah, and the danger of homelessness encampments. Dr. Marbut notes that many of the individuals engaging in this type of behavior likely don't meet a strict definition of homelessness.

Dr. Marbut provided 28 recommended action steps in his report. Among those include a need to develop a common understanding of the differences among those comprising the homeless, reducing duplication of services, performing data-based strategic decision making, encouraging a philosophy of engagement versus enablement amongst all organizations and the public, improving coordination between the cities and county, creating street level outreach (particularly in Ukiah), addressing public space issues pertaining to encampments, shopping carts, and vehicle camping, and implementing a checkup plan.

Dr. Marbut concludes his report with next steps, which start with adoption, amendment, or rejection of the recommendations, then follows with assigning ownership and a timeline of adopted recommendations, implementation, and creation of a check-in plan.

At this time, Staff is recommending that the Council adopt in concept the observations and findings, data analysis, and recommendations contained within the Homeless Needs Assessment and Action Steps for Mendocino County Report by Marbut Consulting, prepared for the County of Mendocino. Additionally, Staff recommends that Council appoint an ad hoc committee to coordinate implementation efforts with the County and other community partners.

**Homelessness Needs Assessment and Action Steps
for
Mendocino County**

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**Presentation of Observations, Findings
and
Recommendation of Strategic Action Steps**

by

Marbut Consulting

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Board of Supervisors Presentation of Draft Report - March 13, 2018

Community Presentation of Draft Report - March 15, 2018

Final Written Report - March 19, 2018

Prepared by Robert G. Marbut Jr., Ph.D.
www.MarbutConsulting.org

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Study Scope

Mendocino County's Health and Human Services Agency (HHSA) procured the services of Marbut Consulting to conduct a Homeless Services Needs Assessment and to develop Strategic Action Step Recommendations.

In order to develop practical recommendations, Marbut Consulting:

- conducted a wide range of interviews with stakeholders,
- conducted a series of site visits and tours of service providing agencies,
- interviewed individuals experiencing homelessness,
- studied and inventoried homeless services throughout Mendocino County,
- examined prior Point-in-Time-Count reports,
- analyzed statistics and reports from local agencies,
- made street-level observations,
- developed and conducted a 40-question survey of individuals experiencing homelessness,
- did ride-a-longs with local law enforcement agencies,
- posed as a person experiencing homelessness in order to understand what it is like to be homeless in this area and to better understand the movement and circulation of the homelessness community.

Using national best practices and the *Seven Guiding Principles of Homeless Transformation* as the key measuring tools, Marbut Consulting evaluated the current state of homeless service operations within Mendocino County. Marbut Consulting then conducted a needs assessment and gaps analysis between existing inventory and identified needs, including the types of services (qualitative) and capacity of services (quantitative) needed within Mendocino County. Dr. Robert Marbut formally started in Mendocino County on October 4, 2017. Dr. Marbut made a final community presentation of his observations, data analyses and recommendations on March 15, 2018. Marbut Consulting then finished this study and written report on March 19, 2018.

Because most of the individuals experiencing homelessness within Mendocino County are geographically located within and near the cities of Ukiah, Fort Bragg and Willits, the research conducted for this study focused in and around the cities of Ukiah, Fort Bragg and Willits.

From the signed contract:

EXHIBIT A
DEFINITION OF SERVICES

CONTRACTOR shall provide the following services:

I. Phase 1 - Inventory of Services (One trip):

- A. The Consultant will review data provided by County, and then inventory and ascertain information about the types (qualitative) and volume (quantitative capacity) of services provided in the County of Mendocino.
- B. The Consultant will complete:
 - 1. Inventory of shelter bed and mat units, transitional, recovery and long-term services
 - 2. Inventory of supportive services - types and volume of service (quantity and quality)
 - 3. Inventory of preventative services (e.g., utility assistance, rental assistance, etc.)
- C. Consultant will meet with leadership from the County, City, and various service providers

II. Phase 2 – Needs Assessment (Two trips):

- A. Using the above information as well as local statistical information including the Point-In-Time Count, the Consultant will conduct in-depth interviews with key service providers and stakeholders to include the following:
 - 1. Mendocino County Board of Supervisors
 - 2. City Councilmembers and City Managers
 - 3. City Law Enforcement and the Mendocino County Sheriff
 - 4. Judges, Public Defenders
 - 5. Librarians
 - 6. Representatives of the business community through merchant and realtor associations
 - 7. The Community Foundation of Mendocino County,
 - 8. Medical Providers and Street Outreach staff
 - 9. Service providers such as Mendocino Coast Hospitality Center, Plowshares, Ford Street Project, Redwood Community Services
 - 10. First responders
 - 11. Mendocino County Office of Education (Mckinney Vento Liaison)
 - 12. Family Resource Centers
 - 13. Faith groups who serve the Homeless
 - 14. Mendocino County Homeless Services Continuum of Care (MCHSCoC)

- B. Consultant will conduct a Gap Analysis of services between inventory and needs.
- C. Activities of Phase 1 and Phase 2 may overlap.

III. Phase 3 – Development & Framing of a Draft Action Plan:

- A. The Consultant will prepare a draft action plan to include identified gaps in service needs in each area of the County based on critical homeless sub-populations, recommended reprioritization, and potential service augmentations for the community to reduce gaps in homeless services, potential funding recommendations and resources for an improved homeless services continuum in the community.
- B. Consultant will perform strategic framing of the Action Plan, including in-person or tele-conferencing with elected officials, businesses, faith-based entities, civic groups, educational groups and other agencies.

IV. Phase 4 – Findings and Recommendations (One trip):

- A. The Consultant will present the draft Action Plan to Health and Human Services Agency (HHSA) leadership and the MCSHCoC for comment and discussion. This phase will require the Consultant to conduct numerous briefings and forums throughout the County to government staff, elected officials, businesses, faith-based entities, civic groups, educational groups, and other agencies, including convening a homeless summit.

V. Complete and Present Draft Action Plan (One trip):

- A. The Consultant will complete and submit the Draft Action Plan to HHSA. The Consultant may be requested to present the Draft Action Plan to the MCSHCoC or other community members.
- B. HHSA Leadership will review the Draft Action Plan before it is finalized and will advise Consultant of any additional changes required before the Plan is considered final. Once finalized, the Consultant may be requested to conduct in person presentations of the final Action Plan with entities involved in the above-referenced phases, elected officials, businesses, faith-based entities, civic groups, educational groups, other agencies and community members. Approval of the Action Plan does not obligate HHSA to implement its recommendations.

Notes About Scope of Services:

- Many improvements will “organically” materialize during the gap and duplication analysis phase. During this time frame, Marbut Consulting may suggest improvement opportunities that naturally arise throughout this journey to HHSA and other stakeholders.

Major Observations and Findings (Qualitative Observations and Quantitative Data)

The Positives and the Opportunities

There is a tendency in such endeavors to focus on the negative rather than the positive. Therefore, before the challenges and gaps are addressed, there are a few observations that bode very well for the Mendocino County Community regarding the state of homelessness within the County that this researcher would like to share:

- Unlike many communities within California and around the USA, almost all of the stakeholders sincerely get along with each other and most of the key stakeholders truly like other stakeholders. This is highly unusual.
- Many of the recommendations contained within this report, after initially being suggested by this researcher, already have started to be implemented. Most of the service providing agencies have been very amenable to making recommended changes that will improve the effectiveness of service delivery. This too is unusual.
- This researcher believes there is a high potential of developing a consensus around most of the key issues facing the community as well as developing a consensus around strategic approaches to address the identified challenges. Since the residents of Mendocino County use so many different terms and definitions to describe sub-groups, and since different sub-groups have been incorrectly commingled, there is not an awareness of how similar some of the thinking is about the key issues facing the community.
- The number of year-round individuals experiencing “unsheltered” and street-level homelessness as defined by HUD (US Department of Housing and Urban Development’s web site www.HUD.gov) is actually much lower than most stakeholders have been thinking. This means many of the recommendations contained in this report might be more manageable and doable to implement.
- Because of travel logistics and far distances among many of the cities within Mendocino County, very few individuals that are experiencing HUD-defined homelessness move from one city to another. This attribute makes it much easier to address the situation of homelessness within the County than it would be if there was a highly mobile population of individuals experiencing homelessness.
- The Willow Terrace project presents an amazing opportunity to house up to 37 individuals who are currently experiencing homelessness.

The Negatives and the Challenges

A Common Understanding of the Critical Challenges Does Not Exist: Many individuals and agencies within Mendocino County commingle a wide variety of sub-cohorts under the very broad umbrella of “homelessness.” This commingling of very different groups under the one heading of homelessness blurs the real problems, and thus blurs the solutions. The reality is many individuals included under the overly broad umbrella of “homelessness” are not actually experiencing homelessness as defined by HUD. The HUD definition is important because most Federal and State funding sources utilize this definition to determine funding eligibility, and because it the most common standard definition used in the USA. The situation in Mendocino County will not improve unless there is first an accurate and common understanding of the different groups. Only after there is a common understanding of the differences between the different cohorts will the Mendocino County community be able to implement a customized set of actions to address the problems. In order to have a thoughtful dialogue and then to have a successful implementation of the ultimately adopted recommendations, the community must have a common and very clear understanding of who is actually experiencing homelessness and who is not. Furthermore, since different terms are used to describe the same group of individuals there are often blurred understandings about the different groups, as well as the overall issue. It is very important to realize that treating different groups with the same services can actually make the situation worse, and often ends up hurting the individuals who are truly experiencing homelessness. Analogous to the medical field, an incorrect diagnosis can lead to the wrong treatment which can lead to a very negative outcome.

Decision Making Has Been Mostly “Tactical” in Nature, and Not “Strategic”: Historically, most decision making on issues of homelessness has been a series of tactical one-off decisions. Instead, decision making should start at the strategic level, and then move to tactical implementation.

Decision Making and Operations Have Been “Agency-centric,” and Not “System-centric”: Historically, most decision making has started and stayed at the agency level. This is also true with operations. Decision making needs to start at the “system-level,” then move to the agencies. At the operational level, all agencies as well as informal groups, need to understand that each group is part of a larger “overall system” and thus need to operationally coordinate among groups/agencies. Agencies should no longer operate within independent silos.

The Lack of Good Data Has Led to Decision Making Based on Myths and Anecdotes: There is very little useful (eg actionable) County-wide data regarding single adults experiencing homelessness. The Point-in-Time Count (PITC) data is inflated (see comments below); furthermore, most organizations do not actively participate in the Federally mandated Homeless Management Information System (HMIS). This means there is no County-wide comprehensive tracking system at the individual level of individuals experiencing homelessness on a name-by-name basis. The overall lack of meaningful data means decision making has often been made based on myths and one-off anecdotes, rather than on hard data.

The Focus Has Been on Symptoms, Rather than on the Root Triggers of Homelessness:

For the most part, many agencies and almost all the informal groups focus on the “symptoms” such as food, clothing and emergency shelter, rather than focusing on and addressing the root triggers of homelessness. The root triggers and causes of homelessness are almost all behavioral health in nature, such as addiction, post-traumatic stress disorder and domestic violence. In order to engage in meaningful recovery, the focus must be on the root triggers of homelessness, not symptoms. Community meals (both formal and informal) should be co-located and coordinated with services that address the root causes of homelessness.

There Is a Dearth of Substance Abuse and Mental Health Treatment Slots/Beds: There is a need for more behavioral health, mental health and substance abuse treatment slots/beds of all lengths of time. A coordinated entry approach should be utilized to prioritize the most appropriate candidates for available programs.

The Amount of Housing Placements is Low: Because of a low inventory of affordable housing and high occupancy rates, housing placements are very low relative to the need. Unfortunately, the recent fires have exacerbated this situation. There needs to be a mix of “rapid rehousing” units (eg 6-24 month time frames) and “permanent supportive housing” (eg 2 years or longer time frames).

Panhandling Has Become a Big Issue Around the Walmart and Safeway in Ukiah: The panhandling problem has become very pronounced in the parking lots between Walmart and Jack-in-the-Box and at Safeway. Additionally, this researcher observed extensive drug abuse and/or retail drug trafficking by most of the individuals who were panhandling and residing in these two locations. Merchants were especially vocal about the negative impact panhandling and drug dealing has had on their businesses. Unfortunately, more often than not, giving cash on the street to individuals does very little to promote recovery and actually funds the negative addictions that individuals have such as alcoholism and substance abuse. The fact that the panhandling is concentrated in a relatively small area of Ukiah exacerbates this negative impact. The proliferation of stolen shopping carts also negatively exacerbates the situation in Ukiah, especially around these two locations. It is VERY important to note that most of the individuals involved in these negative activities at these two locations do not meet the HUD definition of homelessness.

Encampments Are Dangerous: There is a wide variety of encampments within Mendocino County, ranging from quite simple to very elaborate set-ups, and have temporary accommodations consisting of a mix of blankets, sleeping bags and tents. This researcher found encampments in both urban and wooded areas. Overall, these encampments are unsuitable for habitation, and are generally unsafe and unhealthy for the individuals living within them. Additionally, this researcher found that most encampments within Mendocino County pose serious environmental and vector control risks.

A Note on Current Child Research - The Negatives of Mixing Children With Adults: This researcher observed that many programs within Mendocino County have been commingling young children with single adult males and females experiencing chronic homelessness. This is very harmful to the future development of the children, and presents many unnecessary risks and liabilities to the service providing agencies.

Over the last 20 years, a new body of research has emerged that has been studying the long term neurobiological and physiological impacts of exposure to adverse experiences during childhood. These “toxic stress” experiences are now called “Adverse Childhood Experiences” (ACEs). The groundbreaking study in this research area was *Adverse Childhood Experiences Study (ACE Study)* and was led by California researchers Dr. Vincent Felitti and Dr. Robert Anda, and surveyed more than 17,000 adults. What they and others have found is having a high number of Adverse Childhood Experiences (eg traumatic experiences) during the most formative period of a person’s life can have a highly negative impact on a child’s developing brain and body, and this negative impact can last a lifetime. There are 10 specific formally recognized ACEs that a child can be exposed to during childhood. See the *Data Report - A Hidden Crisis: Findings on Adverse Childhood Experiences in California* by The Center for Youth Wellness for more information.

It is highly problematic to mix adult males who are experiencing homelessness with children since these children experience many more ACEs than children in the general population. Of the overall general population, 83.3% of the general population had 3 or less ACEs in their life time, and 60.0% of the general population had 0 or 1 ACEs in their childhood. Yet, children that are mixed in with adult males experiencing homelessness generally experience at least 4 ACEs on a daily basis (eg exposure to individuals with mental illness, to individuals with substance abuse, to people who have been incarcerated, etc.). The research has found that having 4 or more ACEs is a critical tipping point between good outcomes and poor outcomes.

People who were exposed to 4 or more ACE’s during their childhood had the following increased serious health conditions compared to individuals who were exposed to 3 or less ACEs (partial listing of negative outcomes):

- 5.1 times as likely to suffer from depression
- 12.2 times as likely to attempt suicide
- 2.9 times as likely to smoke
- 7.4 times as likely to be an alcoholic
- 10.3 times as likely to use injectable drugs
- 2.2 times as likely to have ischemic heart disease
- 2.4 times as likely to have a stroke
- 1.9 times as likely to have cancer
- 1.6 times as likely to have diabetes
- 39% more likely to be unemployed

Census Counts for “Street-Level” Adults within the Three Most Populated Cities

In order to develop an effective and efficient plan it is critical to first ascertain and then fully understand the precise scope, scale and structure of the real situation of homelessness within Mendocino County. This starts by first having an accurate understanding of the total number of families and individuals experiencing homelessness. Therefore, the seminal data question that needs to be answered is how many families and individuals are experiencing homelessness.

This researcher found the data for families with children commonly known as *McKinney-Vento* data as defined by the Federal “*McKinney-Vento Homeless Education Assistance Improvement Act of 2001*” to be very accurate and robust. In Mendocino County the McKinney-Vento data is collected and evaluated by the Mendocino County Office of Education - Foster and Homeless Youth Services Office. Since the data for families with children accurately reflects the situation with families with children, this researcher focused most of his efforts within this study on collecting single adult data.

It is very important to note the Federal government has two different definitions and criteria for determination of homelessness. One is the Department of Education’s (DoEd) McKinney-Vento definition for families with children, and the second is the Department of Housing and Urban Development’s (HUD) definition that mostly covers single adults. In over simplified terms, the McKinney-Vento DoEd definition is a broader definition that includes families at risk of becoming homeless; whereas, the HUD definition is narrower and reflects individuals currently experiencing homelessness.

The Point-in-Time-Count (PITC) was developed by HUD with the hope of ascertaining the number of families and individuals experiencing homelessness within a community. Unfortunately, for a variety of methodological reasons, PITCs across the USA are often very inaccurate and vary widely in methodological rigor. This is a national challenge and many communities across the USA are struggling with this issue. Mendocino County’s experience with this issue is thus not unique. Nationally, HUD has realized the weaknesses of PITC and has stated that it would like to move from using PITC data to using Coordinated Entry and Homeless Management Information System (HMIS) data (thus the new Federal mandate for having a coordinated entry system with HMIS tracking).

When PITCs are “incentivized” around the USA, like the giving out of grocery cards in exchange for participation, there is often over counting. In some cases, individuals change their name and information so they can receive another incentive. In other cases, volunteers give out more than one incentive to an individual or pocket the incentive thus inflating the numbers. Additional problems occur when volunteers count vehicles and building structures, and then apply non-scientific multipliers instead of counting actual people. These inflationary multipliers are often based on assumptions and not on rigorous data modeling. When it comes to counting within encampments, the numbers are often highly inflated since “recent activity or presence of

individuals” is often counted rather than counting actual observed individuals. Furthermore, because of weather and police activities, people often move between encampment sites which often means an individual’s “activity” ends up being counted multiple times at multiple sites rather than only once at the site where they are actually currently living. Additionally, extreme good or bad weather on the day of the count can also increase or decrease the number of volunteer counters thus affecting the overall efficacy of the count. Weather can also change the patterns of individuals experiencing homelessness. Finally, when the count time is extended past a 24-hour period, individuals are sometimes counted more than once at different locations.

It should also be noted that the cold winter weather is the most powerful deterrence to year-round street-level homelessness within Mendocino County.

In order to get a number that accurately reflects reality, it is important to count actual persons during a very short and defined period of time in order to prevent double-counting. It is also important to not use non-scientific multipliers. These counts should then be validated against community meal counts since community meals/feedings can provide great cross-validating data.

It is important to note that the number of individuals fluctuates throughout the month with fewer individuals living on the street earlier in month, and more individuals on the street later in the month. This phenomenon occurs because many individuals receive Federal support funds at the beginning of the month and are able to afford short-term lodging for 2-3 weeks. But once the funding runs out, individuals move back to the street.

The following is a summary of a variety of data counts by this researcher in and around the three most populated cities within Mendocino County. With just one exception, this researcher was accompanied by at least one staff member from a local agency or a police officer on every count.

Ukiah within the City Limits Proper:

Individuals in 24/7 homelessness programming (meals included in programs):

18	Ford Street Project Emergency Shelter
3	Ford Street Project Respite Beds (emergency room outplacement beds)
12	Ford Street Transitional Beds
1	Levine House - Mendocino County Youth Project (on day of tour)
14	Project Sanctuary
<u>58</u>	<u>RCS 24/7 Programs (a variety of programs NOT counting Winter Shelter)</u>
106	Sub-Total within "housed" programs in Ukiah

+ 93-115 Street-Level count range including individuals staying in vehicles
(not duplicated with 24/7 programs)

- 115 on 10/6/2017 street grid search count
- 101 on 10/7/2017 with PD street grid search count
- 93 on 11/9/2017 with Maya Stuart street count
- 102 on 11/11/2017 with PD street grid search count (34 were in vehicles)
- 60 on 12/13/2017 lunch at Plowshares (includes working poor individuals)
- 57 on 12/13/2017 dinner at Plowshares (includes working poor individuals)
- 59 on 12/14/2017 lunch at Plowshares (includes working poor individuals)
- 39-41 between 12/12/2017 and 12/14/2017 (Winter Shelter actual heads in beds)

= 199-221 Sub-Total Ukiah

- 27-33 Less individuals who did not meet the HUD definition of homelessness

= 172-188 Individuals experiencing homelessness per HUD definition.

Ukiah Perimeter - Outside the City Limits within Mendocino County:

26-37 Variety of count dates including 10/6/2017, 10/7/2017, 11/11/2017, 12/14/2017,
1/3/2018 and 2/3/2017.

Notes:

- Counts above did not include AIDS/HIV nor the more indirect Ford Street programs.
- Based on interviews with MCSO, no Jail data was used.
- Counts above were in line with other agencies providing supportive services.
- The 11/11/2017 count distinguished between in or out of vehicles.

Fort Bragg within the City Limits Proper:

Individuals in 24/7 homelessness programming (meals included in programs):

10	Hospitality Center (Transitional Housing)
24	Hospitality House Emergency Shelter
<u>15</u>	Hospitality North (Transitional Housing)
49	Sub-Total within “housed” programs in Fort Bragg
+ 32	Street-Level and Comprehensive Encampment Count (on 12/15/2017 with “Batman” of HH):
-	24 non-resident guests at the 3pm meal
-	3 in encampments (unduplicated - did not attend the 3pm meal)
-	1 active backpack inside of a cemetery
-	4 on the street (unduplicated - did not attend the 3pm meal)
<u>= 81</u>	Grand Total Fort Bragg

Fort Bragg Perimeter - Outside the City Limits within Mendocino County:

- 25-30 Duplicated count for the perimeter of Fort Bragg on a variety of dates including 11/10/2017, 12/15/2017 and 2/3/2017, and these counts were validated by Fort Bragg Police Department. This includes individuals also counted during the 3pm meal at Hospitality House.
- 15-17 Unduplicated count for the perimeter of Fort Bragg (eg the above count minus the number of duplicated individuals who eat at the Hospitality House). There is a large encampment just outside the northern city limits of Fort Bragg numbering 8-15 individuals. Most of the individuals within this encampment often eat at the 3pm feeding at the Hospitality House.

Notes:

- Fort Bragg’s Hospitality Extreme Weather Shelter had not opened at the time of the first count and is not 24/7. After opening on December 18, 2017, the Extreme Weather Shelter has been averaging 11.7 to 13.1 people per night.
- The Mendocino Coast Hospitality Center and Hospitality North program counts above assume full capacity. Yet, on 11/10/2017 during a formal tour of both facilities there were vacancies, therefore the count above is slightly inflated by 4-7 individuals.
- In order to validate the 12/15/2017 count, two additional “hot-spot” encampment and street-level counts were conducted by Fort Bragg Police Department, one with Brian Klovski and a separate one with Robert Marbut on 2/3/2018. Both of these counts (of 8 and 11) actually identified fewer individuals within encampments within Fort Bragg City Limits than the count on 12/15/2017.

Willits within the City Limits Proper:

- 3-6 Using the HUD definition of individuals experiencing street-level homelessness. On 1/5/2018 Brian Klovski and Robert Marbut conducted a comprehensive street-by-every-street “grid” search and a search for encampments using the HUD definition. Then on 2/1/2017, Brian Klovski and Robert Marbut conducted a thorough “hot-spot” search of every known encampment and sleeping area using the HUD definition.
- 17 As counted by the Willits Community Services & Food Bank. The Willits Food Bank has outstanding accreditation and tracking procedures which leads to a very accurate accounting of families and individuals experiencing homelessness. The Food Bank specifically tracks homelessness and their definition is very close to that of the Department of Education’s McKinney-Vento definition

Willits Perimeter - Outside the City Limits within Mendocino County:

- 0 On 1/5/2018 Brian Klovski and Robert Marbut did an extensive grid search of the perimeter areas outside of the Willits City Limits. Several inactive encampments were found, but there was no evidence of recent activity. Additionally, no individuals were observed experiencing homelessness outside of the Willits City Limits.

Note:

- As would be expected, the Food Bank’s number is higher than both the grid and hot-spot searches since the HUD definition of homelessness is significantly “tighter and more restrictive” than the DoEd’s McKinney-Vento definition.

Survey Data Results and Analyses

Based on interviews of Mendocino County stakeholders, street-level observations within Mendocino County, anecdotal information and surveys by this researcher in other communities, a detailed data survey was developed by this researcher and HHSA staff. The survey was then administered at Ford Street, Hospitality House Meals, Plowshares Meals, Stepping Stones and Ukiah Winter Shelter. Surveys were administered during the December 13-20, 2017 time frame. No surveys were administered in Willits since there was not an active and daily program that targeted individuals experiencing homelessness.

It is very important to note that the focus of this data survey was on the “street-level” community that lives/sleeps on the streets, in drainage ditches, within encampments, in parks and actively uses emergency services. The overall “penetration rate” for this survey of qualified individuals was very high, with participation rates above 80%, and at some locations almost 100%.

Unlike the Point-in-Time-Count, this survey instrument was specifically designed to focus on issues relating to individuals experiencing street-level homelessness within Mendocino County. It is important to note that PITC is designed to address HUD oriented issues. Finally, PITCs often ask questions in ways that “undershoot” real-life durations/timelines of homelessness and thus miss what is actually going on in the real world (eg the PITC misses some of the major underlying issues because it is not statistically sensitive enough to detect the real issues).

Taking all these issues together (eg multiple unrelated sub-groups, narrow questions, “undershooting,” etc.), PITC results often “mask” what is really going on within the narrower sub-population of street-level homelessness.

By focusing clearly on individuals experiencing street-level homelessness, we are able to have a higher level of clarity and a more robust understanding of what is really going on with the group of individuals experiencing street-level homelessness. The following is aggregated data from the surveys:

Gender:

Males represent 61.0% and females represent 39.0% of the surveyed street-level population experiencing homelessness. Mendocino County has more females by 8-12 percentage points than would be expected. Some of this difference might be occurring because there are more program slots for females relative to other communities.

Age:

The average age for individuals experiencing street-level homelessness is 44.4 years old and the median age is 46.0. The spread and direction between “average” and “median” are close to what would be expected. The overall average age and the median age are slightly younger than would be expected by 3-4 years each.

Age Started Experiencing Homelessness:

The average age an individual starts experiencing street-level homelessness in Mendocino County (or before the individual moved to Mendocino County) is 39.6 years old, with a median age of 41.0. The average age is younger than would be expected and the median is especially younger than would be expected by 2-3 years.

Chronicness Levels (Duration of Chronic Homelessness):

In over simplified terms, HUD defines *chronic homelessness* as a person who has been living on the streets for more than 1 year. This researcher then adds two categorical definitions called *super chronic homelessness* and *very super chronically homelessness* which this researcher defines as individuals who have been experiencing homelessness for 5 or more years and 10 or more years respectively.

Of all the individuals surveyed, the average total time experiencing homelessness was 4.8 years and the median was 2.3 years.

Broken down by length of time living on the street:

21.9 % . . . less than 1 year on the streets (not chronic homelessness),

78.1 % . . . 1 or more years on the street (chronic homelessness).

Of the 78.1% . . .

51.4% . . . 1.00 to 4.99 years on the street (this is strikingly high in relative terms).

26.7 % . . . 5 or more years on the street (super chronic homelessness),

Of the 26.7% . . .

9.5 % . . . 10 or more years on the street (very super chronic homelessness).

Length of Time Living in Mendocino County:

On an average, individuals experiencing street-level homelessness have lived in Mendocino County for 18.6 years, and a median of 14.5 years in Mendocino County. This is relatively high compared to other communities.

Family Living in Mendocino County:

Of all the individuals experiencing street-level homelessness, 51.4% have family members living in Mendocino County. When you add in family members who have passed-on who had been living in Mendocino County, the number moves up to 61.9%. Relative to other communities, local family connectivity is extremely high.

Location of High School Attendance:

Of all the individuals surveyed experiencing street-level homelessness . . .

- 11.4% attended High School in Ukiah
- 9.5% attended High School in Fort Bragg
- 5.7% attended High School in Willits
- 12.4% attended High School somewhere else in Mendocino County

- 39.0% attended High School anywhere in Mendocino County (Total in Mendocino County)
- 32.4% attended High School in California but not in Mendocino County
- 28.6% attended High School in the USA but not in California

Even though 39.0% attended High School somewhere in Mendocino County, this is much lower than expected, especially since 61.9% had family members living or passed-on in Mendocino County. This means many individuals “followed” their families to Mendocino County as adults after their 18th birthday.

Inbound vs. Homegrown Homelessness:

Of all the individuals surveyed that were experiencing street-level homelessness in Mendocino County, 60.5% were already living in Mendocino County when they started experiencing homelessness. This means that about 39.5% of the individuals surveyed were “inbound” and started experiencing homelessness outside of Mendocino County.

However, it is important to note that of the 20 individuals experiencing homelessness for the longest periods of time (6.3 years or longer), 13 of the 20 or 65.0% started experiencing homelessness outside of Mendocino County. Of these 13 individuals from outside of Mendocino County, their average length of time experiencing homelessness was 18.0 years, as compared to the 4.8 years for everyone who was surveyed.

It is interesting to note that of the top 20 most chronic individuals (inbound or homegrown), only 5 (25.0%) are active in structured programming.

Job History in Mendocino County Before and After Experiencing Homelessness:

Of all the individuals surveyed . . .

- 53.3% did not have a job in Mendocino County before experiencing homelessness
- 30.5% had a full-time job before experiencing homelessness
- 16.2% had a part-time job before experiencing homelessness

- 81.9% do not have a job now . . . this is extremely high
- 8.6% have a full-time job now . . . this is low
- 9.5% have a part-time job . . . this is extremely low

Movement Between Different Cities and Different Activities within Mendocino County:

Of the individuals surveyed, 94.2% spent 7 of their last 7 days in the same city, while 5.8% of the individuals moved between cities within their last 7 days of being surveyed.

Of a list of 20 places, programs and activities that individuals could go to, 1.0% reported going to or utilizing more than 10 activities, 30.5% reported going to or utilizing more than 5 activities, and 69.5% reported going to or utilizing 5 or fewer activities. This indicates a very low level of aggregate activity and mobility.

Beyond their “home-base” activity and going to meals, the only two activities that exceeded 50% “utilization” was partaking in at least one medical service during the last month (57.1%) and going to the library (51.4%).

Individuals Living in Vehicles:

With relatively lower numbers of people living in vehicles, it is unlikely to find “statistically significant” results; however, there are definite trends that may be useful for policy making. Specifically, based on in-the-field interviews and the surveys, there are pronounced differences between individuals living in cars (“car-campers”) compared to individuals living in larger vehicles such as vans and motorcoaches (“van-campers”).

On 11/11/2017, 34 individuals were observed living in vehicles within Ukiah city limits. On 12/15/2017 no individuals were observed living in vehicles within Fort Bragg city limits. Based on surveys, 78.6% of all vehicle sleepers base themselves in Ukiah.

Car-campers:

- are more likely to live alone in the car
- are more likely to be an introvert and do not want to sleep/live in group settings
- 7.1% surveyed used the Winter Shelter
- 92.9% eat at Plowshares or Hospitality House 5 or more days a week
- 50.0% had family in Mendocino County
- often parked around the Ukiah airport

Van-campers:

- are more likely to live in groups of two or more persons
- are a mix of introverts and extroverts
- are mostly from outside of Mendocino County
- are mostly parked in retail parking lots

Survey Data Analyses Takeaways

Mendocino County's Basic Demographic Traits Are Similar to Peer Communities, Except . . .:

In terms of basic demographic traits, Mendocino County is similar to that of peer communities, with the very important exception that the street-level homelessness population in Mendocino County is relatively more chronic, especially for individuals who have been living on the street 1-5 years. It should also be noted that Mendocino County's street-level population is slightly younger, with a slightly higher percentage of females.

There Are Three Broad Sub-Cohorts Within the Overall HUD-defined Homelessness Population:

Based on a variety of measurements (eg family members living or passed-on in Mendocino County, local high school attendance, job history in Mendocino County, total years experiencing homelessness in Mendocino County, etc.) there are three distinct sub-population cohorts within overall population of individuals experiencing HUD-defined unsheltered street-level homelessness within Mendocino County . . .

- Very homegrown . . . about 39%
- Somewhat homegrown - followed their family to Mendocino County . . . about 23%
- Not from Mendocino County . . . about 38% (this cohort is significantly more "chronic" than the two homegrown cohorts)

There Is a Very Large "Bubble" of Individuals Experiencing Chronic Homelessness 1-3 Years:

Within the 1.00 to 4.99 years group, there is a statistically significant "bubble" with a strikingly high number of individuals experiencing homelessness within the 1-3 year range. This high number of individuals in the 1-3 year range is a major problem and will present a significant challenge to the community because the rate of successful recovery starts dropping after 1 year, and then precipitously drops after 2 to 3 years. There will be major future issues if this group is not effectively addressed as soon as possible. Since this researcher does not have individualized data that pre-dates this "bubble," it is difficult to determine with certainty the cause of this bubble. The two most plausible explanations that this researcher analyzed were . . . 1) there have been three different public adult mental health providers over the last four years, and 2) the closure of the year-round Buddy Eller Center 4 years ago in 2014.

There Is Very Little Movement Between Cities and Among Activities:

For most of the individuals experiencing street-level homelessness, there is very little movement between cities within Mendocino County; additionally, most of the individuals surveyed stayed close to their "home-base" program with the exception of partaking in meals and medical services, and going to the library.

There Are Extremely High Levels of Unemployment and Underemployment:

There is an extremely low level of employment within the individuals surveyed, both before and especially after the onset of homelessness. A shockingly high number of individuals (43.8%) did not have a job before the onset of homelessness and do not have a job now.

Recommended Action Step - In Summary

Governance and County-wide Strategy Recommendations

- 1 - Need to Develop a Common Understanding of the Scope, Scale and Structure of the Problem, and Need to Use Common Nomenclature in Order to Improve Decision Making
- 2 - Gain “Buy-in and Agreement” for One Overarching Strategic Action Plan with Specific Action Steps by Most of the Community and Key Stakeholders
- 3 - Move from Tactical One-off Decision Making to Strategic Decision Making Based on Data
- 4 - Move from Agency-Centric to System-Centric Decision Making (Need More Collaboration and Less Silos)
- 5 - Reduce Duplication of Services While Increasing Agency Specialization
- 6 - Need to Operate at Maximum Capacity by Increasing Utilization of the Overall System
- 7 - Need to Fully Build-out and Then Robustly Utilize HMIS
- 8 - Encourage All Organizations and the General Public to Engage, Rather Than Enable Individuals Experiencing Homelessness
- 9 - Improve Strategic Coordination Between the County and Cities (Need More Collaboration and Less Silos)

Clinical Recommendations

- 10 - The Different Cohorts Need To Be Treated Differently Based on Clinical Needs
- 11 - Establish System-wide Service Eligibility and Triage Criterion (with Emergency Protocols)
- 12 - Whenever Possible, Separate Children from Chronic Adults
- 13 - Create a County-wide Virtual Master Case Management System
- 14 - Create Street-Level Outreach Team Capacities, Especially in Ukiah
- 15 - Create/Source Meaningful Mental Health and Substance Abuse Rehabilitation Slots
- 16 - Need Only One Day-Service-Center in Ukiah

Sheltering and Transitional Housing Recommendations

- 17 - Must Have a Winter Shelter in Ukiah, However it Is Inconclusive If an Extreme Weather Shelter Is Needed in Fort Bragg
- 18 - Need to Strategically Optimize Placement at Willow Terrace When it Opens
- 19 - Source New Housing Opportunities of All Types Whenever Possible

Public Space Issues

- 20 - Have a Zero Tolerance Approach to Encampments
- 21 - Address the Issue of Stolen Shopping Carts
- 22 - Engage Van-campers, and Impound Vehicles When Necessary
- 23 - Engage Car-campers

Longer Term Recommendations

- 24 - After the Willow Terrace Opens, After Duplication is Reduced, and After Utilization is Increased, then Re-look at the Overall System Volume Needs
- 25 - Need to Conduct Deeper Data Dives Into the Issues of Employment, Out-of-towners and High Levels of Chronicness
- 26 - Replicate the Data Analyses Within This Study in the Remainder of the County
- 27 - Create and Implement a Public Relations Campaign in Order to Engage the General Public as a Proactive Partner with this Effort
- 28 - Set Up a Feed Back Loop to Guide Ongoing Improvements . . . Set Up a Checkup Plan

Recommended Strategic Action Steps - In Detail

Governance and County-wide Strategy Recommendations

1 - Need to Develop a Common Understanding of the Scope, Scale and Structure of the Problem, and Need to Use Common Nomenclature in Order to Improve Decision Making

In order to have a thoughtful dialogue and then successful implementation of the Strategic Action Steps below, the community needs to have a common point of departure to include a common understanding of the different cohorts of individuals and an appreciation of the distinctions between these different cohorts.

Overall, this researcher found a surprising high level of consensus around many of the issues facing Mendocino community. But, since the local residents use so many different terms to describe the same groups and/or issues, there is not an awareness of how similar the thinking is about issues facing the community. Furthermore, since so many different terms are being used to describe the different groups of individuals being studied, there are very blurred understandings of the root causes of many of the challenges facing the community. Increasing nomenclature clarity and understanding will improve the deployment of limited resources.

In an attempt to create common nomenclature and hopefully better understandings of the root causes, this researcher proposes the following descriptive nomenclature:

Very Homegrown Individuals Experiencing Street-Level Homelessness:

- defined as individuals experiencing homelessness per Federal HUD guidelines,
- local year-round residents,
- all have deep family connections to the community,
- most attended local high schools.

Somewhat Homegrown Individuals Experiencing Street-Level Homelessness:

- defined as individuals experiencing homelessness per Federal HUD guidelines,
- local year-round residents,
- most have deep family connections to the community,
- many attended local high schools,

Out-of-Town Individuals Experiencing Street-Level Homelessness in Mendocino County:

- most of these individuals meet the definition homelessness per Federal HUD or McKinney-Vento guidelines,
- mostly year-round,
- no family connections to the community,
- almost all attended high schools outside of Mendocino County,
- significantly more chronic than homegrown individuals experiencing homelessness.

Not HUD-defined Individuals Traveling North-South (*North-South Travelers*):

- individuals are not experiencing HUD-defined homelessness,
- individuals passing through on their way north and south on SH-101 or SH-1,
- generally spend most of their time around Walmart, Jack-in-the-Box and Safeway,
- most of the “van-campers” are in this cohort,
- often episodic and seasonal – seldom continuously in Mendocino County year-round,
- most “panhandle” often,
- high incidences of drug use and drug selling,
- the number of individuals spikes before and after special events,
- includes almost all of the seasonal *trimigrants*,
- have high negative impacts on the environment,
- creates sanitary, disease and vector control issues,
- many have camp fires that can cause dangerous wild fires.

It is very important for the Mendocino community to understand that most of the individuals within the *North-South Travelers* cohort are not truly experiencing homelessness.

It is recommended to implement a public awareness campaign in order to educate the service agencies and the general public about the unique characteristics and issues associated with these four different cohorts above. Furthermore, it should be understood that different types of engagement are needed for different groups.

2 - Gain “Buy-in and Agreement” for One Overarching Strategic Action Plan with Specific Action Steps by Most of the Community and Key Stakeholders

After developing a common community understanding of the key challenges facing Mendocino County in regards to issues of homelessness [See Recommendation 1 Above], the broader community and key stakeholders need to “buy-in” to one overarching strategic action plan with specific strategic action steps.

This researcher proposes 28 specific strategic action steps within this report. However, for a plan to be successful and sustainable, the plan must become *Team Mendo’s* plan, not this researcher’s plan.

It is recommended that the Mendocino community move quickly to evaluate this report and its proposed recommendations, and then move to accept and/or amend and/or reject the specific recommendations.

It is critical to keep the current momentum going by quickly moving to formally adopt a set of action steps.

3 - Move from Tactical One-off Decision Making to Strategic Decision Making Based on Data

Unfortunately, with very little actionable scientific data available, past decision making has often been based on myths and anecdotes, and not been based on facts. This lack of quality data has allowed un-validated “myths” to become operational “facts.” This means decisions have been mostly “tactical/stand-alone/one-off” actions rather than being part of an overarching strategy.

Myth and anecdote driven decision making more often than not wastes precious resources and seldom leads to improved outcomes, and sometimes can actually make things much worse. Instead, decisions should be grounded within an overall strategic plan (and not be a series of one-off tactics). Furthermore, the lack of good data inhibits good strategic level policy making and discourages coordination and integration of the “continuum of care.”

Going forward, decision making should always start first with scientific data. When data is not available, then efforts must be made to find good data. Once good data is available, then and only then can thoughtful strategic decisions be made. Finally, once the overarching strategy has been set, then start implementing specific tactical actions.

4 - Move from Agency-Centric to System-Centric Decision Making (Need More Collaboration and Less Silos)

Unfortunately, the current approach is very “agency-centric” and not “system-centric.” The Mendocino Community needs to change how it addresses the issue of homelessness by becoming more of a “team” and less of a collection of individual players. This includes service agencies, faith-based organizations, volunteers, staffs, donors, funders, government agencies, programs, residents, and the individuals experiencing homelessness. The mission should no longer be to “serve” the homelessness community, instead the mission should be to dramatically and consequentially increase “street graduation” rates.

To do this, the Mendocino community needs to move from the current “Agency-Centric” model to a “*System-Centric*” model in all aspects of operations to include strategic decision making, policies, protocols, grant funding and tactical operations.

A coordinated strategic “systems-approach” throughout Mendocino County should be implemented. This effort should not be agency-centric nor should it be a series of isolated “one-off” arrangements, instead, it should be fully coordinated and integrated. This can be accomplished effectively through changes in funding requirements by Mendocino County, the Continuum of Care (MCHSCoC) and other funding organizations. Additionally, decisions should be made based on performance and not be based on historic funding levels. Service providers need to work together as partners within a single coordinated holistic system in order to better help individuals move from the streets and encampments into formal service programs.

5 - Reduce Duplication of Services While Increasing Agency Specialization

Considering the size of the community and the number of individuals experiencing homelessness, it was very surprising to this researcher to identify many areas of service duplication. For example:

- * Currently, within Ukiah, there are 3 functioning “day-centers” (eg locations that provide a variety of day-time services). Two are formal operations, the 1st is at MCAVHN (Mendocino County AIDS/Viral Hepatitis Network) and the 2nd is at Manzanita Services, Inc’s Wellness Center. The Ukiah Library also operates as an informal defacto 3rd day-center. Looking to the future, a 4th day-center is planned to be opened by RCS adjacent to the Ukiah Winter Shelter. Additionally, Nor Cal Christian Ministries has submitted an application to the City of Ukiah to operate a would be 5th day-center in South Ukiah. In addition to general services, most of these service centers provide specialized niche services to specific groups. As a practice, in most cases, individuals beyond the targeted service groups have also utilized these service centers. The current situation has not been strategically coordinated.
- * In Fort Bragg, there are 3 different medical clinics within a 2-block radius that service individuals experiencing homelessness: Mendocino Coast Clinics (MCC), Ukiah Valley Rural Health Center Medical Clinic and North Coast Family Health Center. These are beyond the extensive services accessed at the Mendocino Coast District Hospital.
- * In Ukiah, the Ford Street Project and RCS have been offering overlapping services to both adults and families with children. After inquiring about the overlap by this researcher, Ford Street Project has taken positive steps to start reducing prior overlaps in services.
- * On occasion shortly after the Ukiah Winter Shelter had opened in the Fall of 2017, both RCS’s Ukiah Winter Shelter and the Ford Street Project were saving hospital outplacement beds for the hospital. Beyond the duplication problem, this situation was creating an unnecessary excess inventory of outplacement beds, thus crowding out other possible and better uses for the inventory. Again, after inquires by this researcher, both RCS and the Ford Street Project have taken steps to address these inefficiencies.

Service duplications such as above have several negative effects to the overall system: creates inter-agency inefficiencies, creates intra-agency ineffectiveness, crowds out utilization of excess inventory by other programs, dilutes core competencies of agencies, and opens the “system” up to “service-shopping.”

Strategic thinking and meaningful dialogue are needed in order to reduce duplication of services, improve inter-agency efficiencies and increase intra-agency effectiveness. This in turn will lead to higher levels of agency specialization.

6 - Need to Operate at Maximum Capacity by Increasing Utilization of the Overall System

Interconnected with the reducing duplication [See Recommendation 5 Above], is the concept of attaining maximum utilization of the overall system's physical capacity at all times.

Unfortunately, at times, many agencies have had physical excess capacity (eg they have functional vacancies).

This researcher observed three different incidences when individuals were told there were no beds/rooms for them, yet that agency had vacant beds/rooms. There are a variety of reasons for this underutilization. In the first case it was triggered by governmental restrictions, in the second case it was caused by operating procedures, and in the third case it was an inter-agency contract restriction.

Agencies and governments must work to reduce institutional impediments that impede 100% utilization of physical capacity 100% of the time. This is especially important since the housing vacancy rate is so low in Mendocino County.

7 - Need to Fully Build-out and Then Robustly Utilize HMIS

Mendocino County's HMIS (Homeless Management Information System) participation rates are significantly lower than general participation rates within California. The existing HMIS data is thus "thin," which limits meaningful strategic decision making based on HMIS data. For the most part, HMIS data is currently limited to the Federal requirements and does not provide a rich enough understanding of the "uniquenesses" that exist within Mendocino County. Additionally, the lack of universal quality data allows un-validated "myths" to become operational "facts," thus hindering thoughtful strategic decision making. This lack of quality real-time data also prevents the "system" from being integrated and coordinated, and weakens the coordinated entry system.

Currently the HMIS system is predominantly being used as a "score-keeper" for Federal compliance, and is not being utilized to coordinate master case management nor is it being used to track individual recovery plans.

Going forward, HMIS could become much more robust and powerful, and HMIS could move from being a passive score-keeper to being a proactive case management tool within a truly integrated case management system. A high functioning and universally utilized HMIS system could become the *e-backbone* to a "*County-wide virtual case management system*" [See Recommendation 13 Below].

In order to promote universal agency participation, all funding to any service agency provided by any governmental source and/or from a foundation should become contingent on the service agency being a proactive participant within HMIS. Carrots need to be created to encourage agencies to use HMIS, likewise, there must be financial consequences for not using HMIS.

Additionally, in order to maximize agency use of HMIS, a system-wide all-agency information release-form should be developed and utilized by all agencies.

Simply put, HMIS data entry needs to be in “real-time,” it needs to be universal and it needs to extend well beyond HUD-funded programs in order to facilitate coordination of care across the entire service Continuum of Care (CoC).

8 - Encourage All Organizations and the General Public to Engage, Rather Than Enable Individuals Experiencing Homelessness

While many efforts within Mendocino County are well natured and well intended by good-hearted individuals, many efforts within Mendocino County are actually enabling and do little to engage individuals who are experiencing homelessness into recovery programs. Cash from panhandling - although well intended by nice folks - more often than not actually perpetuates and increases homelessness through enablement. A much more effective and affective way of helping individuals experiencing homelessness is to make direct donations to high performing agencies rather than giving street handouts of food and cash. Some individuals and organizations within the Mendocino community need to move from a *Culture of Enablement* to a *Culture of Engagement*.

The mission should no longer be to “serve” the community of homelessness, instead the mission should be to dramatically and consequentially increase “street graduation” rates. A “culture of service” is more often enabling than engaging. Providing basic “band-aid” services is not the same as having a mission that is proactively focused on recovery and increasing the number of street graduations. Street graduations occur when individuals move from living on the streets (or within encampments) into sustainable quality of life situations that allow individuals to be more productive community citizens.

To maximize positive outcomes, support services such as feeding and clothing efforts should be provided within the context of a comprehensive holistic recovery environment. Recovery very seldom occurs on the street, instead, recovery most often occurs when an individual is actively engaged in a 24/7 treatment/recovery program. The community should help everyone who wants help, and the individuals who want help, should always be provided engaging help. Likewise, individuals who turn down help, should not be enabled. Furthermore, “hanging-out” should be replaced by “program participation.” Every effort possible must be made to engage individuals into programming.

If unproductive activities continue in the same way, the number of individuals experiencing street-level chronic homeless (as well as the North-South Travelers) will continue to increase significantly. Furthermore, the North-South Travelers cohort will likely become more aggressive and emboldened.

It is very important to note that engagement should never be hateful or mean, instead, engagement should always be kind, caring and compassionate.

There needs to be an across-the-board “*Change in Thinking and Change in Doing.*” A public awareness campaign needs to be developed to educate and encourage the community to move from a culture of enablement to a culture of engagement with the goal of increasing street-graduations.

9 - Improve Strategic Coordination Between the County and Cities (Need More Collaboration and Less Silos)

Just as homelessness service providing agencies need to collaborate more and be less siloed, so do all the government agencies.

In the past, within the realm of homelessness issues, many governmental actions of one jurisdiction have been made without collaborating and coordinating with other governmental jurisdictions within the County.

The same principles and concepts of Recommendation 4 apply to this recommendation [See Above]. To get the best overall outcomes and results, all governmental jurisdictions should proactively collaborate and coordinate all their decision making and activities as it relates to issues of homelessness.

The County and City Governments need to collaborate more and become less siloed.

Furthermore, it is important that all changes of services, whether at the tactical or strategic level, be implemented on a regional basis whenever possible.

Finally, It is very important not to spend limited resources in such a way as to relocate problems and challenges to other parts of the County. It is simply very unproductive to move the challenges rather than to directly address the core issues.

Clinical Recommendations

10 - The Different Cohorts Need To Be Treated Differently Based on Clinical Needs

The service agencies and the general public within Mendocino County need to realize that it is critical to treat the 4 different cohorts identified in Recommendation 1 differently based on behavior and clinical needs [See Recommendation 1 Above].

Because of the different clinical needs within each cohort, it is critical that each cohort be treated uniquely. Furthermore, if these cohorts are treated the same there then will be a variety of very negative outcomes for both the individuals within the cohorts and for the community-at-large. These 4 different groups must be treated differently based on behavior and clinical needs.

For example, a home-grown individual experiencing HUD-defined year-round homelessness needs engagement and help. On the contrary, providing the same type of support to a North-South Traveler will actually encourage the traveler to stay longer, thus increasing the number of negative outcomes. Additionally, because of the robust communication channel within these cohorts, providing support to North-South Travelers will actually attract more North-South Travelers to Mendocino County.

Very Homegrown and Somewhat Homegrown Cohort: In order to not dilute the effectiveness of the finite available resources, the focus should be to proactively helping the two homegrown cohorts who are actually experiencing homelessness. It is especially important to focus on the individuals who have been experiencing homelessness for the 1-3 year range. The Federally mandated Homeless Management Information System (HMIS) would be an ideal tool to help determine need and eligibility for support services.

Out-of-town Cohort: In order to maximize the funding available for the 2 homegrown cohorts, individuals who started experiencing homelessness before they moved into Mendocino should be encouraged to reunify with their families when clinically appropriate. Additionally, at a clinical level, in most but not all situations, there is a better chance of recovery when the individual is within familiar surroundings and near family. Therefore, Out-of-Town individuals should be encouraged to receive services in their hometowns where there are higher chances of recovery.

North-South Travelers: It is simply illogical for citizens and service agencies with limited resources to be giving clothing, backpacks, food, money, gas and camping equipment to individuals who are not actually experiencing HUD-defined homelessness. These types of handouts actually enable and exacerbate the negative environmental and economic impacts while raising the risks of serious fire incidents. Furthermore, criminal elements within this cohort should not be enabled, even at the misdemeanor level. It is very important to remember that North-South Travelers are not experiencing homelessness.

Simply put, if an individual is not on the year-round local HUD-defined HMIS list, they should not receive services over an extended period of time. Additionally, there must be universal resolve not to hand out limited resources to individuals not truly experiencing homelessness. A public awareness campaign needs to be developed then implemented to educate the services agencies and the general public about who is eligible to receive services once eligibility standards have been established. The community needs to reserve the limited available resources for the most needy families and individuals who are really experiencing homelessness.

11 - Establish System-wide Service Eligibility and Triage Criterion **(with Emergency Protocols)**

The Mendocino County Homeless Services Continuum of Care (supported by HHSA) should lead an effort to establish system-wide eligibility requirements for services across the County.

If all the service providing agencies had excess available funding to cover all the out-of-Mendocino County individuals, then this would not be an issue. However, most agencies are barely at break-even while some are struggling to fund existing operations. The data clearly indicates that just over 1/3rd of the individuals utilizing services within Mendocino County started experiencing homelessness outside of Mendocino County and subsequently came later to Mendocino County. In reality, this means funding for homegrown individuals experiencing homelessness is being diluted and crowded out by individuals from outside of Mendocino County that are receiving services.

Ideally all formal service agencies and informal organizations providing services within Mendocino County should be using the same eligibility criterion.

Beyond addressing legitimate budget issues, establishing common eligibility criterion will also help to streamline the coordinated entry process and will deter non-residents from coming to Mendocino County in search of services. Common criteria will also reduce the “service-shopping” phenomenon.

This does not mean individuals should not receive services! In times of emergencies, enough services should be provided to allow the individual to make it back home. The Willits food bank has successfully addressed this issue in a very compassionate way. When individuals do not meet residential requirements based on thoughtful and rigorous criterion, individuals are given a “3-day” bag of food. Furthermore, Willits Food Bank limits non-residents to just two “3-day” bags per year.

This concept can easily be replicated across other service types. At the time of the drafting of this report, RCS’s Ukiah Winter Shelter has already started to move to such a model by allowing individuals from outside of Mendocino County to stay just 3-days and 2-nights thus allowing time for the individual to make arrangements to get back home.

It should be noted that in some limited cases there might be Federal or State funding requirements that supercede the new system-wide criterion. These exceptions will be few.

12 - Whenever Possible, Separate Children from Chronic Adults

This researcher observed families with children closely commingled with chronic single adult males at almost every agency within Mendocino County, including but not limited to sleeping overnight at the Ukiah Winter Shelter together, being on the grounds at Hospitality House together and eating at Plowshares together.

Families with children must be separated away from single adult males as much as possible, and as soon as possible. This includes all types of contact including queuing in lines for meals.

By all measures, the mixing of children with adult males who are experiencing homelessness does not meet national best practices as it is risky, dangerous and unnecessarily increases legal exposure. It is very important to note that this type of commingling also creates unhealthy and negative developmental issues in children. Furthermore, this mixing can exacerbate the inefficiencies in the placement process and inhibit optimal utilization of service inventory. This is why centers/programs/shelters across the USA have moved to separate families with children from single men (and sometimes single women).

Ideally, all families with children should be separated at least from adult males, and when possible separated from adult females. However, the realities of building capacities and physical layouts may not allow for the ideal setup, at least in the short term.

Additionally, at a clinical level, it would be good for all single adult females to be separated from the single adult males. Ideally, single adult females would have their own dedicated shelter or dedicated section within a shelter that focuses solely on adult females. On a practical level, single adult females could be a subsection of a shelter for families with children. Although less desirable, if properly designed and operated, single adult females can live in a separately demarcated section of an adult male shelter.

More due diligence needs to be conducted in order to successfully address this issue.

13 - Create a County-wide Virtual Master Case Management System

Unfortunately, there are not enough financial resources available within Mendocino County to create an actual face-to-face master case management system. However, a “virtual” case management system could and should be developed within Mendocino County for individuals experiencing homelessness by using HMIS as the data “*e-backbone*” for the overall system.

As part of this virtual system, a monthly Case Conference Meeting could be organized with agency case managers, police officers, fire rescue personnel, hospital social workers, and representatives from HHSA. It is suggested to have a coastal meeting in Fort Bragg and a separate inland meeting in Ukiah. Other communities around the USA have found the first Friday of every month between 2p-4p works really well. It is recommended to proactively focus on 2-3 individuals each month prioritized by individuals with higher service use levels (eg relatively more contacts with EMS, hospital ERs/EDs and social service agencies). These meetings could be hosted by HHSA or the CoC.

Because of the unique 1-3 year bubble group in Mendocino County, it might be productive on a monthly basis to also focus on one or two individuals who have been experiencing homelessness for 1-3 years, thus trying to reduce the number of individuals who will become “very chronic” due to the lack of treatment intervention.

It is recommended to start with single adult males, and then move to single adult females. When needed, families with children could be addressed at these monthly case conference meetings. The key to success is to focus on only 2-3 individuals per meeting and to develop individualized action plans for each person for the following month.

Ideally overtime, HHSA and the CoC could work to improve and develop the virtual case management system into a comprehensive coordinated entry system that mirrors a fully operational master case management “system” for individuals experiencing homelessness.

“Master Case Management” and “agency level case management” are often wrongly presented as the same functionality. There is a major difference between master case management and agency level case management – the first is holistic case management across the entire system of all agencies, while the second is only within an individual agency.

14 - Create Street-Level Outreach Team Capacities, Especially in Ukiah

More than 20 years ago, San Diego California was the first city in the USA to formally create a “Homeless Outreach Team,” often known as a HOTeam. Under the San Diego model, two sworn police officers were given specialized social service training and then partnered together and focused solely on engaging individuals experiencing homelessness. Overtime, other jurisdictions such as St. Petersburg Florida, improved on this concept by partnering a sworn Law Enforcement Officer (LEO) with a highly trained and specialized non-sworn social worker.

These HOTeams have proven to be very useful in engaging individuals experiencing homelessness and have aided in significantly reducing street-level homelessness in numerous communities across the USA. These HOTeams have proven to be positive segues between law enforcement, service providing agencies and the community of homelessness.

Because of the unique characteristics and high number of individuals experiencing homelessness in Ukiah, it is strongly recommended to create one HOTeam in Ukiah. Because of funding realities, it is recommended to start this initiative as a 90-day pilot program. Then evaluate the this initiative after 90 days to see if it is worth continuing (eg did it work?, is there more work to be done?, etc.). Possibly partner a Ukiah PD Officer with a County funded social worker from either Street Medicine or RCS.

Ideally, this HOTeam would be the primary engagement tool for street-level engagement of individuals into 24/7 service programs. This HOTeam would be the initial proactive point of contact for both individuals experiencing homelessness and the North-South Travelers.

In addition to the specialized HOTeam, most LEOs in the County should go through at least a minimal level of homelessness engagement and sensitivity training.

15 - Create/Source Meaningful Mental Health and Substance Abuse Rehabilitation Slots

There are a limited number of short-term and long-term referral treatment options for individuals within Mendocino County. A critical need exists for additional behavioral health and substance abuse rehab beds/slots of all kinds, including long term treatment options for individuals receiving 5150s (State of California 72-hour holds for mental health crisis intervention). An action oriented task-force within the umbrella of either HHSA and/or CoC should be tasked with working to create and source added inventory.

16 - Need Only One Day-Service-Center in Ukiah

This recommendation is closely tied to Recommendation 5 (See Above - reduce duplication). Currently Ukiah has 3 functioning “day-service-centers” that provide a variety of services during the day:

- 1st MCAVHN (Mendocino County AIDS/Viral Hepatitis Network),
- 2nd Manzanita Services, Inc’s,
- 3rd A defacto day-center at the Ukiah Library.

Beyond general services, most of these service centers have been providing specialized niche services to specific groups (eg specialized medical and mental/behavioral health services). As a practice, in most cases, individuals beyond the targeted service groups also have been utilizing these service centers.

There is a 4th service-center that is planned to be opened in Ukiah adjacent to RCS’s Winter Shelter and an application is pending for a 5th service-center to be operated by Nor Cal Christian Ministries.

The current situation is not the result of a strategically developed decision making process.

Having so many day service centers in a small area will likely produce many unintended negative affects and effects for both the individuals experiencing homelessness and for the general public within Ukiah. The negative issues will likely include:

- Reduction of case management accountability,
- Dilution of service impacts,
- Increased “service shopping,”
- Expansion of the bread-crump trail through neighborhoods.

Looking to the future, based on the number of individuals experiencing homelessness, there only should be one location where “day services” are provided in Ukiah. This researcher understands that there has been efforts to coordinate in this area, but during the time of this research project, the services being delivered in this area were a series of individualized tactical decisions, rather than being part of a coordinated strategic effort.

All the above agencies should work together to merge their efforts and resources at one single location (a possible logical single location would be adjacent to RCS’s Winter Shelter).

Sheltering and Transitional Housing Recommendations

17 - Must Have a Winter Shelter in Ukiah, However it Is Inconclusive If an Extreme Weather Shelter Is Needed in Fort Bragg

Based on the survey data and actual shelter use data, there is a critical need for a Winter Shelter within Ukiah. As for Fort Bragg, the data is less conclusive on a need for an Extreme Weather Shelter within Fort Bragg.

For the purpose of this report, a “winter shelter” is a facility that opens and then continuously operates for a defined period of time during the winter, whereas, an “extreme weather shelter” only opens on an as needed basis when the weather is so extreme that it hits certain codified thresholds that trigger the opening of a facility on a temporary basis.

In Ukiah, based on the research data, there is an actual need for a year-round emergency shelter for homegrown individuals, especially for single adult males and to a lesser extent adult females. Since the RCS Winter Shelter already exists, the most cost effective way to create year round inventory would be to add additional operating months to the current Winter Shelter schedule (rather than creation of a new facility).

It is critical to thoroughly think through sheltering options well in advance of any possible new openings and changes. If sheltering is developed without admission criterion, and if thoughtful clinical protocols/procedures are not utilized, it is then possible that the overall situation could get worse for both the individuals experiencing homelessness and the community-at-large. Like medical patients that are harmed by receiving an incorrect diagnosis that leads to a bad treatment plan, individuals can be harmed by having bad screenings, protocols and procedures at a shelter.

In order to have positive outcomes, any sheltering operation in Mendocino County, whether seasonal or year-round, must have and/or do the following (partial listing of key protocols and procedures):

- be limited to individuals experiencing HUD-defined homelessness,
- guests need to be established within HMIS,
- stays longer than 3 days should be limited only to homegrown residents of Mendocino County,
- have holistic wrap-around services that address the core triggers of homelessness on-site,
- have proper design buffers.

As for Fort Bragg, the data does not indicate the need for a “winter shelter,” and the data is inconclusive on the possible need for an “extreme weather shelter.” Ideally, further evaluation would occur after realizing the improvements connected to implementing the recommendations of this report, especially Recommendations 5, 6, 10 and 11. After assessing the improvements, there might be a need for an extreme weather shelter - or - there might be a simpler alternative that addresses the lower residual need - or - it might not be needed at all.

18 - Need to Strategically Optimize Placement at Willow Terrace When it Opens

The Willow Terrace project presents an amazing opportunity to positively house up to 37 individuals who are currently experiencing homelessness. This is an one-time opportunity that must get done correctly from the start. Doing it correctly would create an amazing opportunity to reduce street-level homelessness while helping 37 individuals. However, inappropriate placements could actually make things worse for the adjacent neighborhood and fail to help the individuals that the program is trying to help.

This researcher recommends that HHSA take the lead in working with the developers, key stakeholders and other relevant agencies to develop admission placement protocols and procedures that would maximize the chances for success for the incoming residents.

Based on analysis of the survey data, especially around the issues of homegrownness and mobility, this researcher strongly recommends placing as many Ukiah residents into Willow Terrace as possible.

19 - Source New Housing Opportunities of All Types Whenever Possible

There is a critical need to increase the number of both “short term” and “longer term” housing placements across the spectrum for men, women and families with children. To be successful, there needs to be an increase in inventory capacity of all types of housing within Mendocino County.

Because of Federal budget cuts, which started during the Obama administration and have continued under the Trump administration, the financial burden is shifting to local governments to fund additional short-term transitional rapid-rehousing units and longer-term supportive housing units. The reality is there likely will be less Federal funding going forward for programs such as Rapid Rehousing and Permanent Supportive Housing.

Less Federal funding is only the first challenge. The second challenge is the fact that Mendocino County’s housing vacancy rate is functionally at 0%, and the recent fires have only exacerbated this tight housing market.

The Willow Terrace project could be a great source for housing placements especially for Ukiah residents. Additionally, the proposed monthly case management meetings outlined in Recommendation 13 [See Above] would be ideal forums to vet and select housing candidates when housing opportunities arise.

The CoC should proactively pursue multiple initiatives to increase the affordable housing stock:

- + as challenging it will be, try to obtain more Federal vouchers,
- + partner with developers to maximize the use low-income-housing-tax-credits,
- + pursue housing first developers,
- + tap into the state housing trust fund,
- + encourage faith-based organizations to adopt, mentor and fund one-person/family a year,
- + conduct due diligence on the possibility of developing and placing “tiny-houses.”

All of the possible initiatives listed above have pros and cons. Vouchers are very useful and effective, but Federal budget cuts combined with higher rental rates will likely reduce the number of vouchers available. Low income tax credit housing is one of the best Federal programs in existence, however, this program is very competitive. Many of the housing first type programs are very expensive since it would likely entail developing/constructing new inventory. Tiny-houses have been proven to be useful for short periods of stay, but the evidence is inconclusive for longer term habitation. Additionally, most if not all of these solutions will have highly emotionally charged NIMBY’ism zoning and siting challenges.

Finally, service providers need to develop educational training programs that better prepare individuals and families for the challenges they will face in the future once they receive housing placements.

Public Space Issues

20 - Have a Zero Tolerance Approach to Encampments

For a variety of health and safety reasons, there must be a zero tolerance approach to encampments. Proactive efforts need to occur to locate encampments, and then engage the individuals living in encampments and cleanup the associated rubbish.

Overall, encampments are unsafe, unhealthy and unsuitable for habitation for the individuals living within them. Additionally, this researcher found encampments in Mendocino County that pose serious environmental contamination issues, disease transmission concerns, vector control risks and potential fire hazards.

It is critically important to cleanup encampment trash as soon as an encampment is identified, especially during times of drought since encampments pose major fire risks. Over the last 24 months, several fires in Northern California have originated within encampments.

Beyond potential fire hazards, the encampments with their accompanying trash heaps, are creating dangerous disease and vector control issues. Ironically, much of, if not most of the discarded rubbish within the encampments are items given to the individuals residing in the encampments free of charge by agencies and individuals.

In addition to the fire hazards and vector control issues, encampments are negatively threatening the environment in a variety of ways including threatening to contaminate water ways.

21 - Address the Issue of Stolen Shopping Carts

There are many incidences within Mendocino County where stolen shopping carts have become “encampments on wheels.” All the negative health and safety issues outlined in Recommendation 20 [See Above] also pertain to stolen shopping carts. It is important to realize that because of the mobility of shopping carts, disease transmission and vector control issues can actually become worse because the negative effects are moved around the community.

Beyond all the negative effects listed above, it should always be remembered that a stolen shopping cart is an actual theft of property and should not be tolerated.

The City of Buena Park California very successfully addressed a severe stolen shopping cart problem that the City had been dealing with for years. Within in 2 months of approving their action plan, the number of stolen shopping carts within the City went from over 500 stolen shopping carts to functionally 0. The really good news is Buena Park has sustained functionally 0 stolen shopping carts on the streets since implementation of their initiative.

The key to Buena Park's success was a full and equal partnership between the police department and merchants. In Buena Park, the initial recovery phase of stolen shopping carts was led by the police department. Once Buena Park got to functionally 0, which occurred within 14 days of street-level implementation, the maintenance phase was then led by the merchants.

This researcher has shared the nuanced details of the Buena Park initiative with key stakeholders within Mendocino County. With just a few small tweaks, the Buena Park initiative can easily be replicated within Mendocino County within a period of 30-45 days.

22 - Engage Van-campers, and Impound Vehicles When Necessary

Most “*van-campers*” are part of the *North-South Travelers* cohort and are from outside of Mendocino County. Additionally, it is very important to note that most of the van-campers are not experiencing HUD-defined homelessness.

Like the overall cohort of North-South Travelers, most van-campers reside most of the time in the parking lots around Walmart, Jack-in-the-Box and Safeway. This researcher observed many van-campers frequently involved in drug use, in drug sells and in panhandling. Additionally, some of the van-camper vehicles present serious sanitary, vector control and environmental safety concerns.

Many van-camper licence plates were expired and/or were from out of state.

In order to address these issues, law enforcement officers need to engage these van-campers. Furthermore, when appropriate, law enforcement needs to cite and impound these vehicles, and all trespass laws should also be fully utilized.

23 - Engage Car-campers

It should be noted that “*car-campers*” are not a sub-set of van-campers, but are instead part of the homegrown cohort of individuals experiencing street-level homelessness. Specifically, most car-campers are experiencing HUD defined homelessness and about half have family ties within Mendocino County. It is interesting to note that relative to other sub-groups experiencing homelessness, car-campers have higher levels of employment.

It is strongly recommended that HOTeams be utilized to engage car-campers with the goal of placing car-campers into longer-term supportive housing [See Recommendation 14 Above].

Longer Term Recommendations

24 - After the Willow Terrace Opens, After Duplication is Reduced, and After Utilization is Increased, then Re-look at the Overall System Volume Needs

Several individuals that this researcher interviewed felt there was an immediate need to fund construction of new service inventory (eg construct new buildings and create new programs). This researcher agrees there is a critical need for additional inventory, but this researcher is not yet convinced that there is a need to construct new buildings nor establish new programs in order to create “new” inventory.

There are 4 recommendations in this report that could significantly increase “new” service inventory which would be available to locally homegrown individuals that are experiencing homelessness. The 4 recommendations are:

- + Recommendation 5 - reduce duplication of services,
- + Recommendation 6 - increase utilization of current physical infrastructures,
- + Recommendation 11 - establish and follow eligibility criterion,
- + Recommendation 18 - optimize placements into Willow Terrace.

This researcher believes that it might be possible to organically gain enough increased inventory through implementation of the 4 recommendations above to meet the need. Additionally, it is possible with improved case management and outreach, that the need for services could also drop. Therefore, the question of “whether to construct new inventory” should be re-asked after the results of implementing these 4 recommendations are fully realized.

25 - Need to Conduct Deeper Data Dives Into the Issues of Employment, Out-of-towners and High Levels of Chronicness

Building on the individualized survey data for this study and report, deeper data dives need to occur regarding the interrelated issues of employment, levels of chronicness and why out-of-towners come to Mendocino County after the onset of homelessness.

Specifically, this researcher suggests conducting a series of “research focus groups” in order to gain a better understanding of how these 3 issues interrelate. This researcher has already begun to work with HHSA staff on how to conduct these focus groups.

It is hoped that deeper information gained regarding these 3 topics will be useful in developing strategies on how to address the “1-3 year chronic bubble” and in developing strategies that deter out-of-towners from coming to and then remaining in Mendocino County after the onset of homelessness.

26 - Replicate the Data Analyses Within This Study in the Remainder of the County

This researcher can make some educated assumptions about the remainder of the County, but these assumptions would be based on unscientific observations, anecdotal stories and data inferences, rather than on direct observations and scientific data.

At some point in the near future, the data analyses that were conducted in and around Fort Bragg, Ukiah and Willits should be replicated throughout the rest of Mendocino County.

27 - Create and Implement a Public Relations Campaign in Order to Engage the General Public as a Proactive Partner with this Effort

Once the recommendations within this report have been adopted and/or amended and/or rejected [See Recommendation 2 Above], a comprehensive public relations campaign needs to be developed and implemented in order to gain buy-in and support by the general public for the approved set of strategic recommendations.

28 - Set Up a Feed Back Loop to Guide Ongoing Improvements . . . Set Up a Checkup Plan

Communities that have had the long term sustainable success have all set up checkup processes to make sure the adopted recommendations are properly implemented.

Furthermore, and maybe even more important, these successful communities have created feed back loops that give guidance in real-time on when adjustments need to be made.

There are three things leaders need to be aware of when a comprehensive strategic plan is implemented:

- 1- some mid-course adjustments will need to be made,
- 2- system improvements will in turn unveil new opportunities not previously seen,
- 3- the law of “unintended consequences” always kicks in . . . sometimes this is good – while other times it means underlying issues that were hidden before, now become exposed and need to also be addressed.

Checkup Plans and Feed Back Loops:

- should not become bureaucratic and should not become a bunch of meetings,
- need to be rigorous,
- need to be independent,
- should have a regular set of check points (after 2 months, after 6 months, after a year, etc.).

Next Steps

- * Adopt and/or amend and/or reject the above recommendations.
- * Assign ownership of each adopted recommendation to one person by name with a targeted timeline of implementation.
- * Just start implementing.
- * Establish a checkup plan.

Exhibit 1 -
Program/Agency Site Visits, Tours, Meetings and Conference Calls (partial listing)

Judy Albert, MFT
Project Sanctuary
Program Director

Sheriff Tom Allman
Mendocino County
Sheriff-Coroner

Lara Anderson
Mendocino Coast Hospitality Center
Former Hospitality House Administrator

Carmel J. Angelo
Mendocino County
Chief Executive Officer

Amanda Archer
Mendocino County Youth Project (MCYP)
Levine House Care Manager III

Tami Bartolomei
City of Ukiah
Community Services Administrator

Julie Beardsley, MPH
County of Mendocino Health and Human Services Agency
Senior Public Health Analyst

Heather Blough
Community Development Commission of Mendocino County (Housing Authority)
Housing Manager

Traci Boyl
Plowshares
Executive Director

Officer Joe Breyer
Fort Brag Police Department
Police Officer

Deputy Matthew Carlson
Mendocino County Sheriff's Office
Sheriff's Deputy

Valicia Catching
DSR Security Services
Manager

Tammy Moss Chandler
Mendocino County
Health and Human Services Director and Acting Recovery Director

Chief Chris Dewey
Ukiah Police Department
Chief of Police

Becky Driscoll
Little Lake Health Center
Health Center Director

Bekkie Emery
County of Mendocino
Health & Human Services Assistant Director

Angelica Figueroa
Rural Communities Housing Development Corporation
Project Manager

Sarah Gavette
Manzanita Services, Inc.
Program Coordinator

James “Batman” Gibney
Hospitality House
Senior House Manager

Lt. Charles P. Gilchrist
Fort Bragg Police Department

Hon. Gerry Gonzalez
Willits City Council
Mayor

Sarah Gravette
Manzanita Services, Inc.
QA Program Coordinator

M. Lynette Guenther
Walmart
Store Manager

Libby Guthrie, Ed.D.
MCAVHN
Executive Director

Drew Hair-Iacomini
Ford Street Project
Community Support and Housing Programs Director

Kristina Harju
Mendocino Coast Hospitality Center
Programs Manager

Elizabeth Hart
Willits Community Services & Food Bank
Client Services

Ed Haynes, DVM
Ukiah Veterinary
Owner

Tony Huerta
Nor Cal Christian Ministries
Executive Director

D.E. (Rick) Johnson, PE
Plowshares
Former Board Member

Lynelle Johnson
Mendocino Coast Hospitality Center
Board President

Jody J. Johnston
Mendocino County - Health & Human Services Agency
Senior Program Manager - Adult and Aging Services Division

Brian Klovski
Mendocino County Health & Human Services Agency
HOME Team Unit Program Specialist

Ryan LaRue
Rural Communities Housing Development Corporation
Director of Development

Sgt. Brandon Lee
Fort Bragg Police Department

Wendy Lee
MCAVHN
Outreach Testing Counselor

Officer Kevin Leef
Willits Police Department
Police Officer

Chief Fabian E. Lizarraga
Fort Bragg Police Department
Chief of Police

Tony Marsh
Redwood Community Services
Winter Shelter

Patrice Mascolo
Plowshares
Office Manager and Executive Assistant

Dennie Maslak
Mendocino County Health and Human Services Agency
Staff Assistant III

Hon. John McCowen
County of Mendocino
Chair and Second District Supervisor

Brad McDonald
Rural Communities Housing Development Corporation
Chief Executive Officer

Daniel McIntire
Rural Communities Housing Development Corporation
Director of Property Management

Lt. David McQueary
Ukiah Police Department

Anne Molgaard
Mendocino County Health and Human Services Agency
Chief Operations Officer, Acting HHSA Director

Adrienne Moore
City of Willits
City Manager

Mark P. Mountanos
M.P.Mountanos Coffee
Owner

Hon. Maureen Mulheren
City of Ukiah / Connect Insurance
City Councilperson / Independent Insurance Agent

Wynd Novotny
Manzanita Services, Inc.
Executive Director

Joanna Olson
Mendocino County Youth Project (MCYP)
Executive Director

Paul Otto
Not Cal Christian Ministries
Board Member

Jennifer Owen
City of Fort Bragg
Special Projects Manager

Mike Pallesen
Rural Communities Housing Development Corporation
Special Projects Manager

Blythe Post
Mendocino County Office of Education
Foster and Homeless Youth Services - Manager IV

Debra Ramirez
Project Sanctuary
Shelter Director

Stacey Ramsey
DSR Security Services
Owner

David Rapport
City of Ukiah
Contract Assistant City Attorney

Paula Redding
Manzanita Services, Inc.
Benefits Advocate

Sarah Reith
Stories / Mendo Voice
Author / Journalist

Lucresha Renteria
Mendocino Coast Clinics, Inc. (MCC)
Executive Director

Shannon Riley
City of Ukiah
Deputy City Manager

Kelsey Rivera
Mendocino County Health and Human Services Agency
Deputy Director - Adults and Aging Services Division

Hon. Saprina Rodriguez
Willits City Council
Councilwoman

Linda Ruffing
City of Fort Bragg
City Manager

Hon. Stephen Scalmanini
City of Ukiah
Councilman

Craig Schlatter
City of Ukiah
Community Development and Planning Director

Camille Schraeder, MA
Redwood Community Services (RCS)
Executive Director

Tim Schraeder, MFT
Redwood Quality Management Corporation
Chief Executive Officer

Anna Shaw
Mendocino Coast Hospitality Center
Executive Director

Officer Joseph Shaw
Fort Bragg Police Department
Police Officer

Faith Simon, RN, MSN and FNP
Fort Bragg Rural Health Center - Adventist Health
Street Medicine Project

Joel Soinila
Adventist Health Ukiah Valley
Productivity Engineer

Linda Jo Stern, MPH
Fort Bragg Street Medicine
Advocate

Maya Stuart, MA
Mendocino County Health & Human Services Agency
Program Administrator & MCHSCoC Chair

Leanna Sweet, RN
Adventist Health Ukiah Valley
Director of Population Health Care Management

Elizabeth Swenson
North Coast Housing Action Team
Coordinator

Darcy C. Vaughn
City of Ukiah
Contract Assistant City Attorney

Sgt. Noble Waidelich
Ukiah Police Department
Police Sergeant

Jacqueline Williams
Ford Street Project
Executive Director

Sage Wolf
Redwood Community Services, Inc. (RCS)
Homeless Services

Captain Justin Wyatt
Ukiah Police Department

— — —

Conversations and interviews with numerous individuals experiencing homelessness

Conversations with numerous area citizens and merchants

Conversations with several individuals from the faith-based community

Experienced homelessness on streets

Fort Bragg Police Department Ride-a-long

Mendocino Sheriff Department Ride-a-long

Met with the Board of Directors of Plowshares

Met with the Mendocino County Homeless Services Continuum of Care

Spent time at Libraries

Ukiah Police Department Ride-a-long

Visited several Federal, State, County and City Parks within Mendocino County

Many others, some of whom requested anonymity

Exhibit 2 - Robert G. Marbut Jr., Ph.D. Biography

Dr. Robert Marbut has worked on issues of homelessness for more than three decades: first as a volunteer, then as chief of staff to San Antonio Mayor Henry Cisneros, next as a White House Fellow to President H.W. Bush (41, the Father), later as a San Antonio City Councilperson/Mayor-Pro-Tem and more recently as the Founding President & CEO of *Haven for Hope* (the most comprehensive homeless *transformational center* in the USA).

In 2007, frustrated by the lack of real improvement in reducing homelessness, and as part of the concept development phase for the *Haven for Hope Campus*, Dr. Marbut conducted a nationwide best practices study. After personally visiting 237 homelessness service facilities in 12 states and the District of Columbia, he developed *The Seven Guiding Principles of Homeless Transformation* which focuses on root causes and recovery, not on symptoms and short term gimmicks. Since then, Dr. Marbut has visited a total of 839 operations in 25 states, plus Washington, DC and Mexico, DF, and has helped hundreds of communities and agencies to dramatically reduce homelessness. He has consulted with more communities and organizations than anyone else in the USA.

These *Seven Guiding Principles of Transformation* are used in all aspects of his work to create holistically transformative environments in order to reduce homelessness.

He earned a Ph.D. from The University of Texas at Austin, Austin, Texas in International Relations (with an emphasis in international terrorism and Wahhabism), Political Behavior and American Political Institutions/Processes from the Department of Government.

He also has two Master of Arts degrees, one in Government from The University of Texas at Austin and one in Criminal Justice from the Claremont Graduate School. His Bachelor of Arts is a Full Triple Major in Economics, Political Science and Psychology (Honors Graduate) from Claremont McKenna (Men's) College.

Dr. Marbut also has completed three post-graduate fellowships, one as a White House Fellow (USA's most prestigious program for leadership and public service), one as a CORO Fellow of Public and Urban Affairs, and one as a TEACH Fellow in the Kingdom of Bahrain and the State of Qatar (1 of 13 USA educators selected). He was also a member of the Secretary of Defense's Joint Civilian Orientation Conference (JCOC-63) 2000 class which focused on Special Operations. JCOC is the Secretary of Defense's premier civic leadership program.

Contact Information:

Robert G. Marbut Jr., Ph.D.
6726 Wagner Way
San Antonio, TX 78256

www.MarbutConsulting.org
MarbutR@aol.com
210-260-9696

March 18, 2018 (2:42pm)
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AGENDA SUMMARY REPORT

SUBJECT: Consideration and Approval of Response to Grand Jury Report – Ukiah Streets

DEPARTMENT: Public Works

PREPARED BY: Tim Eriksen

ATTACHMENTS:

[Attachment 1 - Ukiah Streets Report](#)

[Attachment 2 - Grand Jury Ukiah Streets Response](#)

Summary: Council will discuss and consider approval of the response to Grand Jury Report – Ukiah Streets

Background: On March 20, 2018, the Mayor, City Manager, Finance Director and City Engineer each received a Grand Jury Report Transmittal regarding a report on “UKIAH STREETS” from the Mendocino County Grand Jury. The report is Attachment 1.

Discussion: The City Council’s response to the report is required by June 18, 2014. The Staff response is required by May 18, 2014. The response has been prepared by City staff for Council consideration. At this time, the draft response prepared for the City Council’s review is consistent with the draft responses from Staff.

The Grand Jury report and Draft Response are Attachments 1 and 2.

RECOMMENDED ACTION: Approve the Response to Grand Jury Report – Ukiah Streets

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

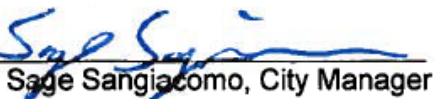
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager

Approved: _____


Sage Sangiacomo, City Manager

UKIAH STREETS

March 20, 2018

SUMMARY

Ukiah city streets are in a state of extreme disrepair. Residents consider good streets a basic service of local government and question why expensive alternative transportation projects, such as the Ukiah Rail Trail, are being built before the local streets are repaired. And they ask, “Why doesn’t the city street crew fix the streets?”

Ukiah voters felt so strongly about the deteriorating condition of the streets that they passed Measures Y and Z in November 2016 to address the problem. The 2017-18 Mendocino County Grand Jury explored the history of why this general sales tax was necessary and if the use of the funds will meet the expectations of the voters to fix the streets.

The grand jury learned that changes to state transportation funding, a lack of city funds for ongoing maintenance, and restrictive state contracting rules led to the current road situation. State funding previously used for general street repair is now primarily available, by application, for infrastructure projects that incentivize lower vehicle use for improved air quality. Mendocino Council of Governments (MCOG) applies for these state transportation grants. Currently these decisions are made with limited public input. They need to be brought before the public early in the application process and discussed openly to insure they meet the community’s priorities.

City administration, staff, and the current City Council intend to meet their commitment to use this general sales tax revenue as the public intended for the streets, barring unforeseen events. The City Council passed a resolution establishing their intent to be publicly open and transparent in the use of these funds.

Ukiah city residents expect to see the promised improvement to the streets as a result of the sales tax. The voters want assurance that the money collected is used for the intended purpose. The grand jury expects the city to uphold their commitment and encourages city residents to participate in budget and planning discussions.

BACKGROUND

In November 2016 the City of Ukiah voted to adopt ballot Measures Y and Z, which implemented a 1/2 cent sales tax to fund street maintenance, repair, and related infrastructure improvements. In response to community concerns, the 2017-18 Mendocino County Grand Jury investigated the following:

- Why have Ukiah city streets deteriorated to the extent they have?
- Why haven’t city road crews repaired the streets?
- Why was the street sales tax proposed as a general tax measure?
- What projects will the sales tax fund?
- What are other revenue sources for street repair?
- Why are other city projects being funded before the streets are repaired?
- What oversight has been implemented for the new Measure Y sales tax revenue?

APPROACH

The grand jury interviewed Ukiah City staff and members of the Ukiah City Council. The grand jury also reviewed court documents, the Ukiah budget, the 2016 Mendocino County and City Opinion Survey, the 2017 Mendocino County Regional Transportation Plan, the Ukiah city website, the California code, and other relevant state and city documents. Research included reviewing newspaper articles and records of the Ukiah City Council and MCOG meetings.

DISCUSSION



Deterioration of Ukiah Streets

The City of Ukiah is 4.7 square miles in size and has 53 miles of paved roadways. While the city has a resident population of approximately 16,000, the population swells during business hours to as many as 40,000¹, putting substantial use and resultant wear on the city streets and roads.

In 2016 MCOG determined that the majority of the city streets had an average Pavement Condition Index (PCI) of just 41, indicating that many were in poor or failing condition.

PAVEMENT CONDITION INDEX (PCI)		
70 – 100	Good to Excellent	No or little distress; typically lightly weathered; no treatments assigned if PCI > 90
50 – 69	At Risk	Light to moderate weathering, light load-related base failure, moderate linear cracking
25 – 49	Poor	Moderate to severe weathering, light to moderate levels of base failure, moderate to heavy linear cracking
0 – 25	Failed	Excessive weathering, moderate to heavy base failure, failed patches, extensive network of moderate to heavy linear cracking

According to Ukiah city staff the deterioration of the streets was the result of:

- The 2008 recession significantly decreased city revenues, causing staff layoffs and deferred maintenance.
- California redirected State Transportation Improvement Program (STIP) funds in 2010 from street maintenance to capital projects, thus eliminating funds previously available for local street maintenance.
- Increases in pavement construction and material costs raised maintenance expense.

¹ Statistics from Ukiah City Resolution No. 2016-34

Ukiah Street Crews

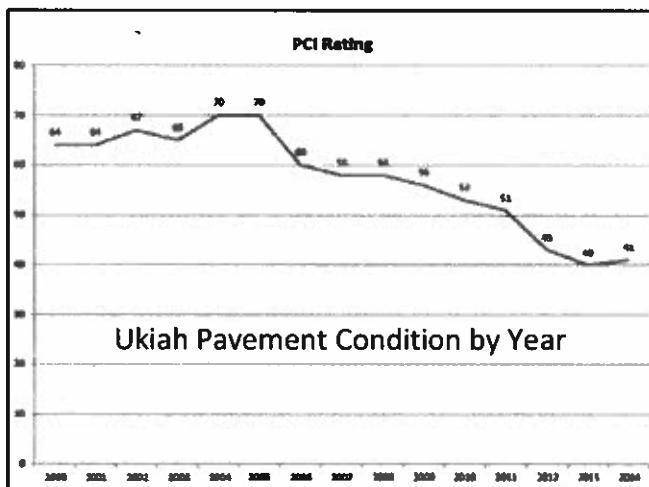
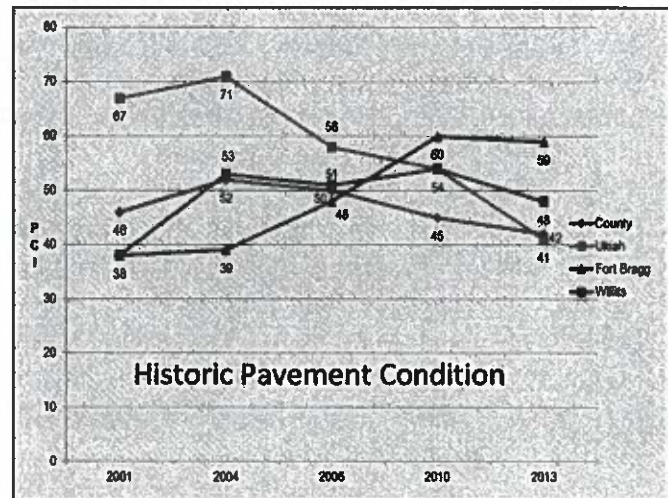
City residents question why city workers aren't repairing the streets. They see the city street crews painting signage and cleaning drains but not working on road repairs. However, the city is constrained by the California Uniform Public Construction Cost Accounting Act. As a result, any project valued over \$45,000 must go to bid and cannot be performed by city staff.

During the 2008 recession Ukiah deferred maintenance as a way to use available city revenue to provide other services. The city street crew was reduced from nine workers to five full-time employees. The street crew maintains the "right of way," which includes such things as street signs, street trees, the storm drain system, and street markings. The street crew also removes graffiti, cleans up after traffic collisions, repairs or replaces items that are vandalized or damaged, removes weeds, and picks up animals that have been hit in the road.

The Path to Measures Y and Z²

All Mendocino County incorporated cities except Ukiah put special ballot measures up for city voters to allocate 1/2 cent sales tax revenues for local street repair. Willits implemented such a sales tax for street maintenance in 2003, Point Arena in 2004, and Fort Bragg in 2005 and 2013.³

With its roads in comparatively good shape in 2005, Ukiah instead passed Safety Tax Measure S for a 1/2 cent sales tax, which along with advisory Measure T, was to be used for police, fire and emergency medical services.⁴



In the meantime, Ukiah streets deteriorated from an average PCI of 67 in 2001 to an average poor rating of 41 in 2016, with 2/3's of the city streets in poor to failing condition. A council member informed the grand jury that poor road conditions were voiced as a major concern of voters in 2014. A February 2016 MCOG survey confirmed that residents considered street deterioration serious and

² Illustrative graphs are from the City of Ukiah and are enlarged in Attachment 1.

³ The Willits and Point Arena measures were approved under the provisions of California Revenue and Tax Code §7286.24, and the Fort Bragg measures under California Revenue and Tax Code §7285.91.

⁴ Measure S passed with 69.4% of the vote. This tax was extended until voter repeal by the passage of Measure P on November 4, 2014 with a 76% "yes" vote.

would support a local 1/2 cent sales tax dedicated to street repair and maintenance.

At the April 6, 2016, Ukiah City Council meeting four issues were discussed:

- What sales tax % should be recommended, 1/2 or 3/4 cent, for street repairs?
- Should the ballot measure be specific or general?
- Should the measure have a sunset, or end date?
- That baseline funding should be maintained so that the additional 1/2 cent sales tax revenue does not supplant general fund investment in the streets.

City staff commented that making the ballot measure a special tax legally bound to a dedicated use was not warranted as demonstrated by the successful application of revenue in the Measure S Safety sales tax. It was argued that there should be no sunset clause, because there is no expectation that the state will increase funding to cities in the future for street maintenance.

The Council passed a motion directing staff to prepare a resolution to place on the November 8, 2016, ballot a 1/2 cent general sales tax measure for street repair with no sunset date. As a general tax measure, Measure Y would require a simple majority vote. Accompanying Measure Z was an advisory measure that the sales tax revenue be used exclusively for street repair, maintenance, and related infrastructure improvements. The full text of the measures can be found in the Glossary at the end of this report.

On June 1, 2016, the Ukiah City Council unanimously adopted Resolution 2016-34 *Establishing an Expenditure Plan for Public Works and a Mechanism to Make an Annual Review on Measure Y Revenues and Expenditures*. (See Attachment 2) This resolution maintains the general fund baseline allotment to public works for streets. It also ensures annual and publicly accessible budget review of Measure Y revenues and expenditures. The Council stated they did not want a perception of a "shell game" and the resolution provided a path to transparency of the collection and use of these sales tax funds.

On November 8, 2016 Measure Y passed with 51.5% of the vote; Measure Z passed with 64.8%.

A Bump in the Road: Taxpayers Association Lawsuit

The 51.5% passing of Measure Y with its advisory Measure Z brought the attention of the taxpayer rights group, the Howard Jarvis Taxpayers Association (HJTA). HJTA has argued that general tax measures with companion non-binding advisory measures are "nothing more than a blatant attempt by local government officials to circumvent the two-thirds vote requirement for special taxes"⁵ set forth in Article XIII C of the California Constitution.

In the November 2016 election, 51 of 59 general sales tax measures in California passed, but only 15 of 30 special sales tax measures requiring a 2/3's supermajority passed.⁶

⁵ "How to Defeat Local Sales Tax," Howard Jarvis Taxpayers Association, July 2004, page 2.

⁶ "Record Number of Local Sales Tax Hikes Take Effect Saturday," Kathleen Pender, San Francisco Chronicle, March 28, 2017

On January 6, 2017, HJTA filed a complaint against the City of Ukiah in Mendocino County Superior Court seeking to invalidate the tax increase proposed by Measures Y and Z. The lawsuit contended that the use of the tax for a particular purpose means that it is really a special tax requiring a 2/3's approval.

In its response, the City of Ukiah denied HJTA's allegations and moved that the lawsuit be dismissed. The city put forth a number of affirmative defenses, including that HJTA had failed to file a specific legal action (reverse validation) and other required procedures within the statutory time limit.⁷ On May 1, 2017, the Superior Court granted the city's motion to dismiss on procedural grounds. HJTA agreed not to appeal the ruling.

While the lawsuit was ongoing, the city began collecting the new sales tax and put the funds into an escrow account. With the judgement, the funds were released and available for street repair.

Planned Use of Revenue

The city currently uses the Pavement Condition Index (PCI) as a tool to set priority for street repair. Depending on the extent of damage, the city uses three types of maintenance:

- Slurry seal coat to maintain roads in good condition
- Thin or thick overlay of asphalt to repair roads in fair or poor condition
- Reconstruction pavement replacement for those roads that are beyond repair



If a street is beyond repair and needs to be excavated and repaved, it is no longer in the PCI range, and city administrators will determine the order of reconstruction.

An interactive map of the city's streets showing their status is available online under the Master Pavement Rehabilitation Program project section on the city website: <http://www.cityofukiah.com/streets/>

The only major work currently using Measure Y revenue is the reconstruction and maintenance of Airport Boulevard, which the city agreed to complete to improve access to the Redwood Business Park for the new Costco store.

Work was also started, and stopped at the time of this writing, on the city-owned segment of Brush Street. Additionally, a \$250,000 project has been approved to construct the sidewalk and repave East Smith between Main and Mason Streets.

At the January 31, 2018, City Council workshop, Measure Y funds in excess of \$1.6 million have been proposed for slurry seal, street overlay, and pedestrian improvements of a number of city streets.

⁷ City of Ukiah website: <http://www.cityofukiah.com/hjta-v-city-of-ukiah/>

According to the city budget, “debt service on new infrastructure borrowing” is covered by Measure Y funds. (See Attachment 3)

The 2016-17 city budget lists planned street projects. (See Attachment 4) As of the writing of this report, street repair started and was later suspended on Washington, Observatory, and Luce Avenues. All are in failed condition and the reconstruction has been planned for several years. This includes reconstruction of the street surface, replacement of sewer and water lines, and installation of new ADA sidewalk corners. According to the city, these street improvements are not funded by Measure Y revenue. The completed sewer and water lines were financed by their own revenue sources. The grand jury was told by city staff that work ceased because the contractors were needed to work on areas damaged by the October 2017 fires and that the street work will resume in the spring.

Current Funding Sources for Street Maintenance and Repair

Sales tax. Measure Y is expected to bring in approximately \$2.9 million this 2017-18 fiscal year. Pursuant to Resolution 2016-34 Measure Y funds should be supplemented annually with at least an additional \$350,000 from the city’s general fund.

State Gas Taxes⁸

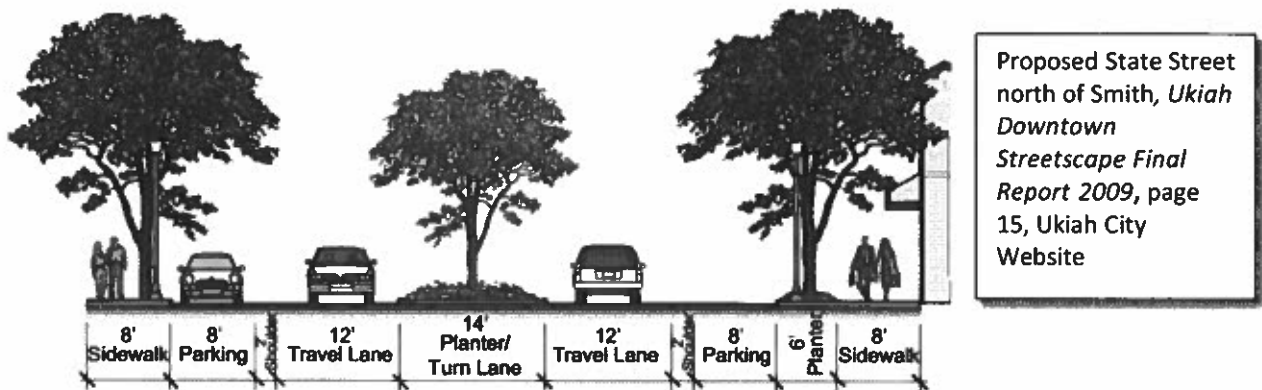
- Highway Users Tax Account (HUTA) is from the gas taxes set prior to November 1, 2017, with Ukiah projected to collect \$377,722 in fiscal year 2017-18.
- The additional new gas tax and vehicle registration fee legislation, Senate Bill 1, passed this year and effective November 1, 2017, is estimated to bring Ukiah an additional \$91,452 for fiscal year 2017-18.
- Total gas taxes in fiscal year 2018-19 are estimated for streets to be \$659,211.

IBank Loan. A \$4 million state loan was borrowed by the city in 2017 for the Redwood Business Park road reconstruction and Costco traffic mitigation projects. The principal and interest will be paid by Measure Y funds.

The **State Transportation Improvement Program (STIP)** is a state project capitalization funding that was formerly used for general street maintenance and repair. It now provides for specific new infrastructure grants. Grant projects include the 2009 Ukiah Downtown Streetscape plan, or “road diet,” which will modify traffic circulation, including narrowing State Street in downtown from four lanes to two lanes, plus planned left turn lanes in the center. The current plan includes widening sidewalks, adding trees, street lights, and street furniture; and improving pedestrian crossings with curb ramps and bulb outs.⁹ To date, \$1.3 million in STIP funding and \$1 million from the Highway Safety Improvement Program has been spent on this project’s development. Phase 1 construction is scheduled to begin in 2019 with approved funding from STIP. Phase 2, which extends the road diet and street alterations, is also scheduled and STIP funded as indicated in the table below. Approximately \$4.8 million has been approved for this project based on cost estimates from 2009. Details can be found on the city website.

⁸ Information provided by the City of Ukiah.

⁹ *Ukiah Downtown Streetscape Improvement Plan Final Report*, July 1, 2009, <http://www.cityofukiah.com/projects/downtown-streetscape/>



Other STIP funding includes the project development for a Low Gap-North Bush Street intersection roundabout and a traffic signal at Gobbi Street and Waugh Lane.

**Currently STIP Programming
On Local Street and Road Systems**

Project	Agency	Construction Yr	STIP Funding (\$ in 1000s)	Additional Need
Gobbi Street/Waugh Lane Intersection	Ukiah	18/19	\$644	
East Side Potter Valley Road Reconstruction	County	19/20	\$7,300	
Low Gap Road/North Bush Street Intersection Roundabout (Project Development only funded)	Ukiah	TBD	\$115	\$781
Ukiah Downtown Streetscape & Road Diet, Phase I	Ukiah	17/18	\$1155	
Ukiah Downtown Streetscape & Road Diet, Phase II	Ukiah	20/21	\$1,369	
Total			\$ 8,059	

2017 Mendocino County Regional Transportation Plan, page 47

Other Transportation Grants

Ukiah has received grant money to fund a number of alternative transportation projects. For example, the Rail Trail, originally estimated to cost \$600,000, ended up costing more than \$1.6 million. It was funded by grants from Caltrans and MCOG, as well as the city's share of the state's gas tax revenue to cover cost overruns. The underlying grant intent was to promote bicycle commuting. Ukiah was recently awarded an additional \$1.8 million Urban Greening Grant from the California Natural Resources Agency to extend the Rail Trail from Clara Avenue to Brush Street. The City Council also approved \$250,000 from a 2016 State Active Transportation Program grant to fund the design and preparation of Phase 2 of the Rail Trail, which will extend it south from Gobbi Street to Commerce Drive.

Budget Oversight

Resolution 2016-34 approved by the City Council put in place a Measure Y expenditure plan. Initially, after passage of the measure, the city website had a dedicated section for Measure Y. This has been eliminated and street repair information is now found under the Master Pavement Rehabilitation Program (MPRP) project tab.

The city holds open budget workshops annually at the beginning of the year. The public is encouraged to attend. The budget is a public document that is available online on the Ukiah city website. It contains a summary of how Measure Y funds are projected to be used and has a

“dashboard” page¹⁰ that generally lists revenues and expenditures. (See Attachment 2 for the whole page) The dashboard for the 2017-18 budget, shows revenue and expenditures derived from 2015-16 projections.

Fiscal Year 2015-16 Recommended Uses and Projects	Project No.	Cost	General Revenue Share	Other Financing Sources	Recommended Measure Y Share	Total Funding
Redwood Business Park Road Improvements	13001	\$ 7,333,000	\$ -	\$7,150,907	\$ 182,093	\$ 7,333,000
Debt service on new infrastructure borrowing	13001	425,707	-	-	425,707	425,707
Enhanced Public Works capacity - personnel		118,787	-	-	118,787	118,787
Enhanced Public Works capacity - operations		315,018	-	-	315,018	315,018
Misc street engineering, maintenance, and repair		1,271,302	912,560	-	358,742	1,271,302
Reserve for future street maintenance and repair projects		1,521,611	-	-	1,521,611	1,521,611
		\$ 10,985,425	\$ 912,560	\$ 7,150,907	\$ 2,921,983	\$ 10,985,425

The highlight shows the projected Measure Y revenue, The “Other Financing Sources,” above, are not itemized here, but documentation shows \$4 million from the IBank loan and \$3.3 million from an “interfund” loan. The grand jury could not easily make sense of where all revenues came from and on what projects they are being spent. Also, the grand jury did not see reference to the city’s Resolution 2016-34’s annual \$350,000 baseline general fund allocation to road repair.

A draft updated dashboard with estimated totals for the current 2017-18 fiscal year was made available to the grand jury but has not, as this writing, been posted online. (Attachment 5)

FINDINGS

- F1. The city streets deteriorated due to deferred maintenance beginning with the recession of 2008.
- F2. The current use of the Pavement Condition Index as a tool for the selection of streets promotes impartiality in the order of streets to be repaired.
- F3. State road funding redirection created a need in Ukiah for revenue for local street maintenance and repair that led to the passage of a 1/2 cent sales tax.
- F4. The reason for proposing a general tax measure rather than a special tax measure for the street maintenance sales tax was that its likelihood of success is statistically greater.
- F5. Because Measure Z is not legally binding, the use of a general sales tax generated by Measure Y may be used by the City Council at their discretion for other purposes.
- F6. The city is striving for transparency of the sales tax revenue expenditure.
- F7. The budget dashboard falls short of the intent to make the Measure Y sales tax revenue and expenditures transparent.

¹⁰ Page BB54 of the 2017-18 Budget Book, Attachment 3

- F8. The Resolution 2016-34 commitment to a baseline general fund revenue for streets is not evident in the Measure Y dashboard.
- F9. The reasons for the fall 2017 stoppage in major scheduled road repair, such as on Luce, Washington, Observatory Avenues, and Brush Street, have not been adequately explained to the public at large.
- F10. The public has an opportunity to review next year's budget and future spending plans and express their ideas and concerns at city workshops.
- F11. Redirection of state transportation funding has resulted in funding for alternatives to vehicular projects instead of needed street repair and maintenance.
- F12. The Ukiah City Council, MCOG, and city residents may have different priorities in applying for state transportation grants, such as the Ukiah Downtown Streetscape, Low Gap roundabout, and the Rail Trail.
- F13. The budget for the Ukiah Downtown Streetscape approved in 2009 is likely inadequate for construction costs a decade later.

RECOMMENDATIONS

- R1. The city continue to use the Pavement Condition Index as the primary criterion to select streets for maintenance and repair. (F1, F2)
- R2. The City of Ukiah expand the process of making Measure Y information accessible and transparent. (F3-8, F10)
- R3. City staff include in the Measure Y dashboard a list of specific revenue sources and expenditures by the next budget. (F3, F6-8, F10)
- R4. City staff update the Measure Y dashboard at least quarterly and make it publicly available. (F3-8)
- R5. City staff reinstate the Measure Y project tab on the city website no later than July 2018. The tab information should show ongoing and current street repair projects, scheduling timelines, and updated revenue and expenditures. (F3-9)
- R6. The city create an informational on-the-street bulletin board in a downtown location, such as in front of the Convention Center, expressly for city announcements and schedules of public meetings and workshops. (F3-10)
- R7. To assure that the city priorities match the residents' preferences, the city make more effort to enable public input early in the planning process for grant funded projects. (F10-13)
- R8. The city listen and respond to public input, such as by creating a designated public comment page for each project and recognizing media comments. (F10-13)

- R9. In accordance with the intent of Measure Z, the city not spend Measure Y sales tax revenue on any grant funded project, for example on the Downtown Streetscape, Rail Trail, and Low Gap-Bush roundabout. (F11-13)

RESPONSES

Pursuant to Penal Code §933.05, responses are *required* from the following individuals:
From the following governing bodies:

- Ukiah City Council (All Findings and All Recommendations)

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted subject to the notice, agenda and open meeting requirements of the Brown Act.

Pursuant to Penal Code §933.05, responses are *requested* from the following individual(s):

- Ukiah City Manager (All Findings and All Recommendations)
- Ukiah Director of Public Works (All Finding and All Recommendations)
- Ukiah Director of Finance (F6-8,10,13) (R2-4)

GLOSSARY

California Uniform Public Construction Cost Accounting Act (CUCCAC) (1983)

These procedures are set forth in the State Public Contract Code sections. Under the code, local agencies can use their own workforce to perform projects up to \$45,000 or by negotiated contract or purchase order. Projects over \$45,000 and up to an estimated \$175,000 may be let to contract by the informal bidding procedures. Public Works projects over \$175,000 will be subject to formal bidding procedures.

Dashboard

A visual display of information organized on a single screen so that it is easy to read and can be monitored at a glance.

Highway Users Tax Account (HUTA)

Funds from the state motor vehicle fuel taxes flow into this account.

IBank (Infrastructure and Economic Development Bank)

This state bank offers public financing for public infrastructure and private development.

Master Pavement Rehabilitation Program (MPRP)

This is the City of Ukiah's program for making decisions for improving the quality of Ukiah's streets. The condition of streets is regularly evaluated and efforts made to sustain good streets and to repair or replace others.

Mendocino Council of Governments (MCOG)

The Regional Transportation Planning Agency for our countywide region. MCOG disburses state and federal funds for transportation and provides regional planning. MCOG is overseen by a board consisting of two Mendocino County supervisors, a countywide public appointee, and one council member from each of the four incorporated cities.

Pavement Condition Index (PCI)

Every three years each street in Ukiah is evaluated by MCOG and given an objective number rating.

Road Maintenance and Rehabilitation Account (RMRA)

The account for the additional 12 cent gas sales tax revenue from Senate Bill 1, California state legislation effective November 1, 2017, for infrastructure and highway improvement.

State Transportation Improvement Program (STIP)

STIP is California's investment plan for state transportation money and is updated every two years. Any capital project may be included from new roadways, highway expansion, to bike trails and rail lines. Every county receives a designated amount of STIP funding.

Tax Measures in California

- **General Tax Measure:** "General tax" means any tax imposed for general governmental purposes, and which are deposited into the entity's general fund. These taxes require approval by a simple majority, plus one, of voters.
- **Special Tax Measure:** Under Article XIII C of the California Constitution: "No local government may impose, extend, or increase any special tax unless and until that tax is submitted to the electorate and approved by a two-thirds vote." These tax measures are to be dedicated to a specific purpose.

Ukiah City Measure Y: Ballot measure passed in the general election of November 8, 2016.

"Shall Ordinance No. 1165 be adopted to impose as a general tax an additional transaction (sales) and use tax of one-half of one percent within the city limits of the City of Ukiah to fund essential City services, including street repair and maintenance? Such tax increase is estimated to raise \$2,470,000 annually at a rate of .5%. The duration of the tax will continue unless or until the tax is repealed by majority vote in a municipal election."

Ukiah City Measure Z: Ballot measure passed in the general election of November 8, 2016.

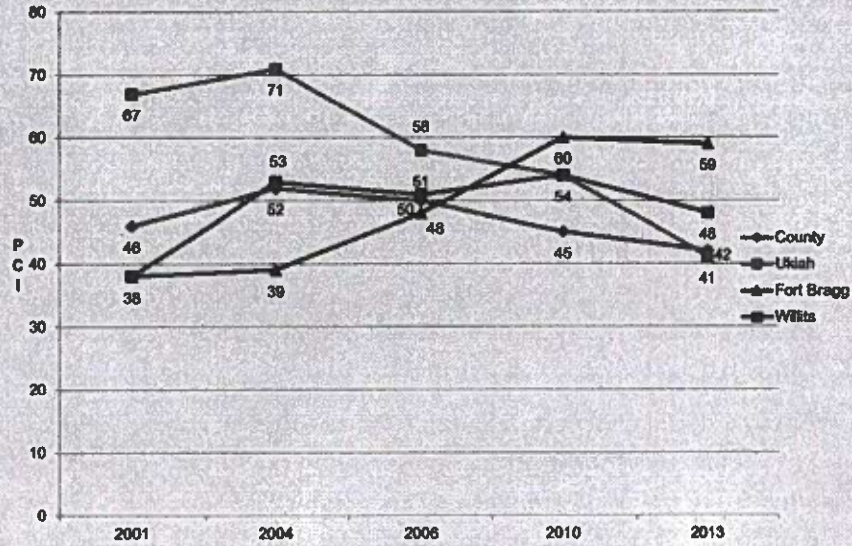
"Shall street repair and maintenance and related public infrastructure improvements be the exclusive use of the revenues from an additional .5% sales tax in the City of Ukiah and add to and not replace current spending for street maintenance and repair?"

ATTACHMENTS

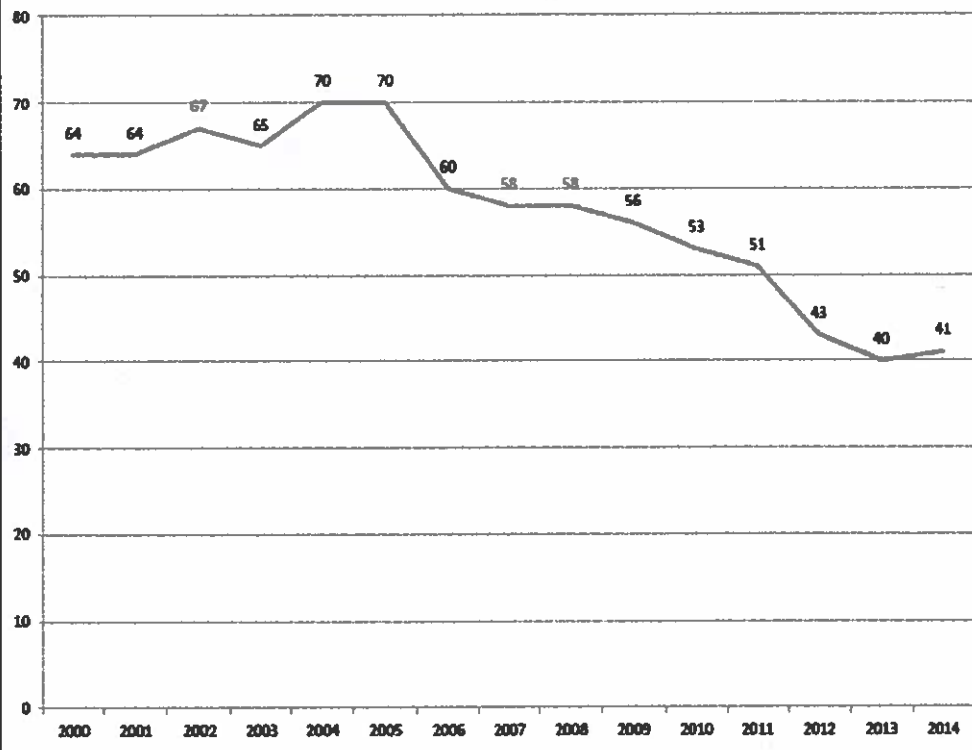
1. City provided charts regarding historical PCI
2. Resolution 2016-34 *Establishing an Expenditure Plan for Public Works and a Mechanism to Make an Annual Review on Measure Y Revenues and Expenditures*
3. Measure Y Dashboard, Page BB54, Ukiah 2017-18 Budget Book
4. City of Ukiah Budget 2017-18 Capital Expenditures BB55
5. Draft Updated Measure Y Dashboard for FY2016-18

Reports issued by the Mendocino County Grand Jury do not identify individuals interviewed. Penal Code §929 requires that reports of the grand jury not contain the name of any person or facts leading to the identity of any person who provides information to the civil grand jury.

Historic PCI for All Agencies



PCI Rating



ATTACHMENT 2
RESOLUTION NO. 2016-34

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ESTABLISHING AN EXPENDITURE PLAN FOR PUBLIC WORKS AND A MECHANISM TO MAKE ANNUAL REVIEW ON THE MEASURE Y REVENUES AND EXPENDITURES

WHEREAS:

- 1 The City of Ukiah is 4.7 square miles in size, but is surrounded by additional urban areas and residential subdivisions within an unincorporated portion of Mendocino County. The Ukiah Valley is the most populous portion of Mendocino County, containing, at least, two-thirds of the total county population; and
- 2 The California Department of Finance estimates the population of the City of Ukiah ("City") at 16,186 as of January 1, 2016; and
- 3 As such during business hours, the City population swells to perhaps as many as 40,000 people, including people who work, shop and receive services in Ukiah; and
- 4 Ukiah also is located on U.S. Highway 101, which is the major north-south highway west of Interstate Highway 5, and links southern California to Northern California and Oregon; and
- 5 In 2003, due to the State of California's budget deficit, the City's general fund revenues were decreased significantly; and
- 6 As a result, the City was faced with substantial deficits for fiscal years 2004-2005, which required lay-offs and other reductions in expenditures for public works in the City; and
- 7 In 2008, the nation, State of California, and the City of Ukiah, experienced a recession which significantly reduced city revenues from sales taxes. Due to these budget deficits, the City's general fund revenues were significantly decreased; and
- 8 This unanticipated nation-wide recession forced the City of Ukiah to eliminate open positions, layoff personnel, and reduce general fund budgets; and
- 9 As the economy improved, and General Fund revenues have been restored to the levels prevailing before the 2008 recession, the City of Ukiah has worked to improve public works services to the Ukiah community; and
10. However, pavement maintenance costs are increasing at the same time as State and Federal funds are decreasing; and
11. State funds previously dedicated to street maintenance have been reduced or eliminated; and
12. Gas Tax funds fluctuate with the economy and are an unreliable and insufficient source of funds; and
13. Of the City's 53 centerline miles of pavement, 67% are in poor or failed condition; and
14. Like the City's 1.5% share of the current 8.125% sales tax, all sales taxes produced by Measure Y must remain in the City of Ukiah. This tax revenue cannot be taken away by the State of California. Although enacted as a general tax which can lawfully be used for any municipal purpose, the City Council has and by this resolution will continue to place the Measure Y Sales Tax revenue in a designated account within its budget and financial statements so that its use for street repair, maintenance, reconstruction, and other mandated improvements can be reviewed, audited and accounted for; and

15. In addition, it is the intent of this resolution to commit the City to maintain the amount of general fund revenues supporting street maintenance at or above current levels.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. EXPENDITURE PLAN: While the revenue received by the City from Measure Y Sales Tax is unrestricted general fund revenue, by this resolution, the City Council commits to using these revenues to provide street repair, maintenance, reconstruction, and any mandated improvements as a result of that maintenance and reconstruction.

A. Accounting for Public Works Revenue. In each fiscal year commencing with the 2016-2017 fiscal year, for purposes of accounting for the use of these revenues, the City shall continue to credit to an account or fund in the City's budget and financial records, to be designated by the Finance Director, all of the Measure Y Sales Tax revenue.

B. Minimum level of Street Maintenance Funding. In addition to the revenue from measure Y, the City shall continue the current level of spending from the general fund on street maintenance and repair, which is \$350,000 per fiscal year. The level of street maintenance funding based on current spending shall be adjusted every year in March and will be effective on July 1st of the new fiscal year. The adjustment shall be calculated by the City Engineer and will be based on the construction cost index history as reported by the Engineering News Records (ENR). The base line will be March 2015; at that time the ENR index was 9972. If the index ceases to exist, the City Engineer shall propose a replacement index to be adopted by the City Council. Nothing in this resolution prevents the City Council from establishing a higher level of street maintenance funding.

2. ANNUAL REVIEW OF MEASURE Y REVENUES AND EXPENDITURES. Every year after the Effective Date of this Resolution, the Measure Y revenues and expenditures will be reviewed by City Council and will be available to review by the public through the City's budget document and website.

3. ACCOUNTING FOR MEASURE Y SALES TAX REVENUE. All Measure Y Sales Tax revenues and all interest on said revenues shall be credited to the designated fund or account and shall be designated for use in accordance with this Resolution.

PASSED AND ADOPTED ON JUNE 1, 2016, BY THE FOLLOWING ROLL CALL VOTE:

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

ABSENT: None
ABSTAIN: None

Stephen G. Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk

June 2, 2016

Argument in Favor of Measure Y Street Repair and Maintenance Sales Tax

YES on Measure Y will address the problem of failing streets in Ukiah.

- Of the City's 53 centerline miles of pavement, 67% are in poor or failed condition.
- Pavement maintenance costs are increasing at the same time as funds are decreasing.
- State funds previously dedicated to street maintenance have been reduced or eliminated.
- Gas Tax funds fluctuate with the economy and are an unreliable and insufficient source of funds.

YES on Measure Y will provide a reliable revenue source dedicated to the repair and maintenance of the streets we use every day and this money CANNOT be touched by the State.

Measure Y will provide a steady revenue source for maintenance, reconstruction, and any mandated improvements to our streets. This new revenue will be in *addition* to the current funding for street repair from the City's General Fund, ensured by a City Council adopted resolution that maintains funding for street repair from the General Fund at the current level.

Revenue generated by Measure Y will be reviewed annually by the City Council and will be available for public review in the City's annual budget, published on the City's website.

Measure Y is the *only* tool available to make necessary and significant improvements to our failing streets. Other local cities — including Willits, Fort Bragg, and Point Arena — have already adopted similar measures with success.

Yes on Measure Y makes it easier to drive on City streets, enhancing our quality of life and improving safety.

Join your fellow residents and vote YES on Measure Y to eliminate crumbling streets in Ukiah. /s/

Ukiah City Council

Stephen G. Scalmanini, Mayor Jim
O. Brown, Vice-Mayor Kevin
Doble
Maureen Mulheren
Douglas F. Crane

ATTACHMENT 3

CITY OF UTAH ANNUAL BUDGET

FISCAL YEAR 2017-18

Measure Y

Fiscal Year 2017-18 Recommended Measure Y Uses

Measure Y: Transaction and Use Tax

Measure Y, passed by a simple majority (50% plus 1) of Utah voters in November of 2016, is a general (unrestricted) transaction and use tax. A general, unrestricted tax is one that can be used to fund any program, function, service, or project at the discretion of the City Council. It is not a special, restricted tax, which would require approval of two-thirds of the voting public. Measure Z, passed in conjunction with Measure Y, was a distinctly separate, advisory Measure Y, indicating the voting public's preference for the use of Measure Y proceeds. The language for the two ballot measure was as follows:

Ballot Measure "Y":

Shall Ordinance No. 1163 be adopted to impose as a general tax an additional transaction (sales) and use tax of one-half of one percent within the city limits of the City of Utah to fund essential City services, including street repair and maintenance? Such tax increase is estimated to raise \$2,470,000 annually at a rate of .5%. The duration of the tax will continue unless or until the tax is repealed by majority vote in a municipal election.

Advisory Measure "Z":

Shall street repair and maintenance and related public infrastructure improvements be the exclusive use of the revenues from an additional .5% sales tax in the City of Utah and add to and not replace current spending for street maintenance and repair?

Street Maintenance and Repair	2017-18
Budget amount, 2016-17 (base year), net related transfers in	\$ 912,560 (a)
Recommended amount, 2017-18	9,463,814 (b)
Increase (decrease) from base year (b) - (a)	\$ 8,551,254 (c)

Estimated Revenue	2017-18
Measure Y: Transaction and Use Tax	\$ 2,921,958 (d)
Additional resources	7,150,907 (e)
Total available for street maintenance and repair (d) + (e)	\$ 10,072,865 (f)

Analysis	2017-18
Amount available for additional maintenance and repair (f) - (c)	\$ 1,521,611 (g)
General fund base commitment amount (a)	\$ 912,560 (h)
Total recommended amount appropriated to street maintenance and repair (b) + (g) + (h)	\$ 10,985,425 (i)

Fiscal Year 2016-16 Recommended Uses and Projects	Project No.	Cost	General Revenue Share	Other Financing Sources	Recommended Measure Y Share	Total Funding
Redwood Business Park Road Improvements	13001	\$ 7,333,000	\$ -	\$ 7,150,907	\$ 182,093	\$ 7,333,000
Debt service on new infrastructure borrowing	13001	425,707	-	-	425,707	425,707
Enhanced Public Works capacity - personnel		118,787	-	-	118,787	118,787
Enhanced Public Works capacity - operations		315,018	-	-	315,018	315,018
Misc street engineering, maintenance, and repair		1,271,302	912,560	-	358,742	1,271,302
Reserve for future street maintenance and repair projects		1,521,611	-	-	1,521,611	1,521,611
		\$ 10,985,425	\$ 912,560	\$ 7,150,907	\$ 2,921,958	\$ 10,985,425

ATTACHMENT 4

CITY OF UKIAH
ANNUAL BUDGET

FISCAL YEAR 2017-18

Capital Expenditures¹

Street and Rights-of-Way

Capital Improvement Program
Expenditure Plan - Current
Fiscal Year 2016-17

Project Name	Project Code	Status	Percent Complete	Funding Source					Total Program Cost	Expended 2016-17	Carry Forward/ Rebudget	Requested 2017-18	Comments
				General	Electric	Water	Wastewater	Other					
STREETS AND RIGHTS-OF-WAY													
Special Project Reserve Fund 251													
2 Smith Street Sidewalk - curb, gutter, pavement	15030	In progress	0%	-	-	-	-	21,951	21,951	9,676	9,676	31,647	In design phase.
2 Street reconstruction (Luce, Washington, Observatory)	15031	In progress	60%	-	-	-	-	661,019	661,019	-	-	661,019	Funds will be expended when street reconstruction begins.
Congestion Relief Fund 510													
2 Slurry Seal Various Streets	15027	In progress	0%	-	-	-	-	200,000	200,000	-	200,000	200,000	Ready to go out to bid.
2 Overlay Streets		In progress	0%	-	-	-	-	200,000	200,000	-	200,000	200,000	In planning phase.
2 Smith Street Sidewalk, Curb, Gutter, Pavement		In progress	0%	-	-	-	-	250,000	250,000	-	250,000	250,000	Finalizing design.
STP Augmentation Fund 507													
1 Gabb/Waugh Traffic Signal		In progress	0%	-	-	-	-	112,000	112,000	-	112,000	112,000	MCOG pending.
18 325 Reimbursement Fund 508													
2 City Speed Zone Reports		In progress	0%	-	-	-	-	40,000	40,000	-	40,000	40,000	MCOG pending.
State STP Fund 509													
2 N. State St. & Empire Dr/Ford Rd. Signal Coordination		In progress	0%	-	-	-	-	25,000	25,000	-	25,000	25,000	MCOG pending.
Total				\$ -	\$ -	\$ -	\$ -	\$ 1,509,970	\$ 1,509,970	\$ 9,676	\$ 836,096	\$ 1,519,866	

(continued)

ATTACHMENT 5

CITY OF UTAH
MEASURE Y ANALYSIS
DRAFTFiscal Years 2016-17 and 2017-18
Recommended Measure Y Uses

Measure Y: Transaction and Use Tax

Measure Y, passed by a simple majority (50% plus 1) of Utah voters in November of 2016, is a general (unrestricted) transaction and use tax. A general, unrestricted tax is one that can be used to fund any program, function, service, or project at the discretion of the City Council. It is not a special, restricted tax, which would require approval of two-thirds of the voting public. Measure Z, passed in conjunction with Measure Y, was a distinctly separate, advisory Measure Y, indicating the voting public's preference for the use of Measure Y proceeds. The language for the two ballot measures was as follows:

Ballot Measure "Y":

Shall Ordinance No. 1165 be adopted to impose as a general tax an additional transaction (sales) and use tax of one-half of one percent within the city limits of the City of Utah to fund essential City services, including street repair and maintenance? Such tax increase is estimated to raise \$2,470,000 annually at a rate of 0.5%. The duration of the tax will continue unless or until the tax is repealed by majority vote in a municipal election.

Advisory Measure "Z":

Shall street repair and maintenance and related public infrastructure improvements be the exclusive use of the revenues from an additional .5% sales tax in the City of Utah and add to and not replace current spending for street maintenance and repair?

Street Maintenance and Repair	2016-17	2017-18	Total
Budget amount, 2016-17 (base year), net related transfers in	\$ -	\$ 912,560	\$ 912,560 (a)
Recommended amount	-	9,463,814	9,463,814 (b)
Increase (decrease) from base year (b) - (a)	\$ -	\$ 8,551,254	\$ 8,551,254 (c)

Revised with latest sales tax estimates for 2017-18.
Costco sales tax revenue removed.

Estimated Revenue	2016-17	2017-18	Total
Measure Y: Transaction and Use Tax	\$ 528,057	\$ 2,690,581	\$ 3,218,638 (d)
Additional resources	-	7,150,907	7,150,907 (e)
Total available for street maintenance and repair (d) + (e)	\$ 528,057	\$ 9,841,488	\$ 10,369,545 (f)

Analysis	2016-17	2017-18	Total
Amount available for additional maintenance and repair (f) - (c)	\$ 528,057	\$ 1,290,234	\$ 1,818,291 (g)
General fund base commitment amount (a)	\$ -	\$ 912,560	\$ 912,560 (h)
Total recommended amount appropriated to street maintenance and repair (b) + (a) + (h)	\$ 528,057	\$ 10,754,048	\$ 11,282,105 (i)

DRAFT

Fiscal Year 2017-18 Uses and Projects	Project No.	Cost	General Revenue Share	Other Financing Sources	Recommended Measure Y Share	Total Funding
Redwood Business Park Road Improvements	13001	\$ 7,333,000	\$ -	\$ 7,150,907	\$ 182,093	\$ 7,333,000
Debt service on new infrastructure borrowing	13001	425,707	-	-	425,707	425,707
Enhanced Public Works capacity - personnel		118,787	-	-	118,787	118,787
Enhanced Public Works capacity - operations		315,018	-	-	315,018	315,018
Misc street engineering, maintenance, and repair		1,271,303	912,560	-	358,743	1,271,303
Reserve for future street maintenance and repair projects		1,818,291	-	-	1,818,291	1,818,291
		\$ 11,282,105	\$ 912,560	\$ 7,150,907	\$ 3,218,638	\$ 11,282,105

Response to Grand Jury Report

Report Title: **UKIAH STREETS**

Report Date: **March 20, 2018**

Response by: **Ukiah City Council, City Manager, Finance Director and City Engineer**

Findings

I (we) agree with the findings numbered: **F2, F3, F4, F5, F6, F8, F10 and F12.**

I (we) disagree wholly or partially with the findings numbered: **F1, F7, F9, F11, and F13.**

Attach a statement specifying the findings or portions of the findings that are disputed, and include an explanation of the reasons therefor.

Recommendations

Recommendations numbered **R1, R2, R3, and R5**

have been implemented.

Attach a statement describing the implement actions.

Recommendations numbered **N/A** have not yet been implemented, but will be implemented in the future.

Attach a statement with the schedule for implementation(s).

Recommendations numbered **N/A** require further analysis.

Attach an explanation, and the scope and parameters of the analyses or studies, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

Recommendations numbered **R4, R6, R7, R8 and R9** will not be implemented because they are not warranted or are not reasonable.

Attach an explanation.

Signature: _____ Date: _____

Number of pages attached: 2 (including this sheet)

City of Ukiah, Response to Grand Jury Report

Findings explanation:

I (we) disagree wholly or partially with the findings numbered: **F1**. I (we) are not aware of data to support this finding. The deterioration of the roads was a result of a lack of funding to continue an appropriate maintenance program. The majority of the maintenance funds for roads over the last twenty years has been from the State of California (State) through many different programs. The last State program used for strictly road maintenance in the City of Ukiah was the 2002 State Transportation Improvement Program (STIP). These funds are now used primarily for local roads that affect and are proximate to the State Highway System.

I (we) disagree wholly or partially with the findings numbered: **F7**. I (we) are not aware of data to support this finding. The City has taken significant steps to enhance its reporting of special projects and other items of particular community interest, including the use of Measure Y proceeds. The City makes considerable effort to meet the highest standards of financial reporting and transparency in its practice of accounting - pursuant to Generally Accepted Accounting Principles (GAAP) - and best practices in budgeting. The City appreciates opportunities to review those practices regularly to look for ways to better meet the needs of decision makers and the community. The Measure Y "budget dashboard," as referred to by the Grand Jury is such an attempt and was carefully designed to convey comprehensively information relevant to Measure Y in a simple, direct, and easy to understand format. The dashboard is part of the fiscal year 2017-2018 budget document, using a revised format from prior year budgets, which recently received the award for Distinguished Budget Presentation by the Government Finance Officers Association, the highest award in the nation for public budgeting in government - Further, the City is developing additional reporting methods for all City activities, including the use of Measure Y proceeds, through the implementation of a web-based, dynamic, and interactive financial and project reporting platform called OpenGov. The City Council has authorized staff to develop this platform, and it will be available to the community beginning fiscal year 2018-19.

I (we) disagree wholly or partially with the findings numbered: **F9**. I (we) are not aware of data to support this finding. The public at large has been notified of the status of the specific project Luce, Washington, Observatory Avenues and Brush Street. These projects are all underway at this time. A letter was sent out to the neighborhood by the City Engineer shortly after the fires of October 2017 explaining that the contractor would be leaving the job site to help in the rebuilding effort. These projects are all scheduled to be completed this June (2018).

I (we) disagree wholly or partially with the findings numbered: **F11**. I (we) are not aware of data to support this finding.

I (we) disagree wholly or partially with the findings numbered: **F13**. I (we) are not aware of data to support this finding.

Recommendations explanation:

Recommendation number **R1** has been implemented.

Recommendation number **R2** has been implemented.

Recommendation number **R3** has been implemented.

Recommendation number **R4** will not be implemented. The resolution by the City Council that directs the use of these funds directs staff to review the expenditures from this fund as part of the adoption of the budget annually.

Recommendation number **R5** has been implemented.

Recommendation number **R6** will not be implemented. This recommendation is duplicative and would require an additional process of updating. The City currently has multiple avenues to provide the public with information, including press releases, our website, and social media. I (we) will continue to include outreach regarding Measure Y and streets projects through the current established avenues for public information

Recommendation number **R7** will not be implemented. I (we) have implemented a system where City Staff reports to City Council, in a public meeting, Staff's recommendation for the pursuit of grant funds prior to any application for said funds. This report to Council includes the project description, the amount of the funding, and the City's financial responsibility and staff time commitment over the lifetime of the project. Agendas for these meetings are publicly posted per the Brown Act, as well as emailed to interested parties.

Recommendation number **R8** will not be implemented. In order to efficiently respond to "media comments," it is important to have a manageable number of sources to monitor. The City of Ukiah welcomes inquiries from the public, whether they are by phone, email, mail, or in person, and will take the time to discuss public projects. Informational pages about major City projects already exist on the City's website. Additionally, updates are often posted on social media, where comments and questions are promptly addressed by City Staff.

Recommendation number **R9** will not be implemented. Measure Y funds are not intended to fund proposed special projects. However, within special projects it would be appropriate to utilize these funds for any portion of existing road resurfacing or road reconstruction that is in need of repair.



AGENDA SUMMARY REPORT

SUBJECT: Capital Improvement Project (CIP) 101 presentation and discussion of CIP draft for the 2018-19 Fiscal Year.

DEPARTMENT: Finance

PREPARED BY: Daphne Harris

ATTACHMENTS:

[Attachment 1 - 15-16-Capital-Budget Presentation](#)

Summary: The Finance Department will present a general overview of the City's CIP platform in OpenGov and discuss the 5-year CIP budget development process. Also presented to Council will be review of the former CIP presentation delivered to it during the 2015-16 budget year (Attachment 1).

Background: Finance has implemented a significant change to the planning and preparation process of the 2018-19 CIP budget and redesigned the presentation of the City's 2018-19 CIP budget document. The Department intends to update the Council on the process to date, present basic tenets of budgeting best practices, walk through the OpenGov platform template to be used for the 2018-19 budget and receive comment and feedback from council members and the community.

Discussion: This presentation of the OpenGov platform and the 5-year CIP budget development progress to date is not the full recommended 5-year CIP budget of the City Manager. It is a general overview leading up to its delivery in June. The document itself and full OpenGov platform will be presented on June 6, 2017.

RECOMMENDED ACTION: Receive update on progress of the OpenGov CIP platform development and provide input to staff.

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: Dan Buffalo, Finance Director; Mary Horger, Procurement Manager

Approved:


Sage Sangiacomo, City Manager



City of Ukiah Capital Budget Fiscal Year 2015-2016

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Guide to the Capital Budget:

Project Reserves: In the past the City has set aside funds for future Equipment (Fund 220) and Special Projects (Fund 251). The worksheets shown on pages 2 and 3 reflect balances set aside in the past and where funds originated. In addition, proposed transfers and expenditures are shown with a projected ending balance. These worksheets are meant to aid Staff and City Council when monies are needed for a project that is unfunded.

Program Funding Summary With Funding Sources: This section is a summary of all funding shown in the Capital Budget. This area also includes a summary of projects which are unfunded at this time. \$3,565,614 in projects requests are currently unfunded. The page following the Program Funding Summary shows a list of all unfunded or partially funded projects and the section of the budget the project can be found.

Department Sections: Each Department is shown in a separate section. For example, the first Department section is for Capital Projects relating to the Airport. At the front of each section the total capital projects for that area are listed for Fiscal Year 2016. The Section then summarizes funding sources that are going to fund the projects and appropriation amounts for projects. The remaining pages include more detail for each project and a forecast for future years for the project for that department.

Appendix: The Appendix includes fleet justification worksheets for Fiscal Year 2016 requests.



PROJECT RESERVES

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Summary of Equipment Reserves (Fund 220)

Attachment 1

	Funding* Source	Reserve No.	<u>Projected Budget 2015-16</u>				Ending Reserve 2015-16	MUNIS Acct. #
			Beginning Reserve 2015-16	Revenues	Transfers (IN)/OUT	Expenditures		
City Clerk	100	110	(5,750)				(5,750)	22000000.38110
Finance	100	130	(3,390)			3,390	0	22000000.38130
Planning	100	150	0				0	
Building Maintenance	100	195	(610,691)			100,000	(510,691)	22000000.38195
Computer Support	100	196	(22,338)		(120,684)	143,022	0	22000000.38196
Police	105	201	(41,030)			41,030	0	22000000.38201
Fire- Apparatus	105	211-212	(90,455)		(207,223)		(297,678)	22000000.38211
Fire - Equipment	105	213	(65,000)			65,000	0	22000000.38313
Parking	640	220	(30,000)				(30,000)	22000000.38220
Building Inspection	100	221	0				0	
Engineering/Unrestr	100	301	(88,245)				(88,245)	22000000.38301
Street Maintenance	100	311	0				0	
Corporate Yard	208	330	(114,038)			20,000	(94,038)	22000000.38330
Garage	203	575	(54,030)		(56,000)	110,000	(30)	22000000.38575
Airport	777	600	0				0	
Parks & Recreation	300	601	0				0	
Sewer	844	612	(201,148)			200,000	(1,148)	22000000.38612
Utility Billing	205	697	(14,135)		(100,000)	114,135	0	22000000.38697
Water	820	820	(77,687)			75,000	(2,687)	22000000.38820
Dispatch Equip Replacement	206	678	(5,630)				(5,630)	22000000.38678
Electric Equip Replacement	800	800	(140,000)				(140,000)	22000000.38800
Reserve For Encumbrances	100		(116,322)				(116,322)	
Undesignated - Interest	100		(164,790)	(21,403)	107,223	78,970	0	
Summary of Changes			(1,844,679)	(21,403)	(376,684)	950,546	(1,292,219)	

This worksheet shows reserve funds held for equipment. The Funding source shows where funds are transferred from. All "Transfers In" include a reserve number which is shown in the column heading "Munis Acct. #". The Expenditure Column represents planned spending for Fiscal Year 2016.

*All funding sources with 100 fund are unrestricted



Capital Projects – Summary of Special Project Reserves (Fund 251)

Attachment 1

CAPITAL PROJECTS

	Reserve	Funding *	2014-15 Adjusted Balance	Transfers (in) out	Expenditures	Projects	2015-16 Ending Reserve	MUNIS Acct. #
	No.	Source						
Grant Match	001	100	(51,900)		19,000	NWP Rail Trail	(32,900)	25100000.39001
Financial Software	002	100	(100,000)	100,000		Transfer out to Fund 220 Equip Reserve	0	25100000.39002
ADA Ramps	010	Gas Tax	(137,977)		50,000	ADA Ramps	(87,977)	25100000.39010
Bridge Replacements	011	-	(254,438)		254,438	Orr Street Bridge Reconstruction	0	25100000.39011
Talmage Rd Bike/Ped	013	100	(22,932)				(22,932)	25100000.39013
Open Space Acquisition	015	100	(66,735)				(66,735)	25100000.39015
Smith Street Repairs	021	100	(21,951)		21,951	Smith Street Sidewalk	(0)	25100000.39021
GASB Implementation	024	100	(4,925)				(4,925)	25100000.39024
Benchmark Verification	026	100	(2,905)				(2,905)	25100000.39026
Storm Drain Replacements	027	100	(50,617)		50,617	Fairgrounds Storm Drain - Partial only	0	25100000.39027
Upgrade Traffic Loops/Signals	028	Gas Tax	(50,000)		25,000	Upgrade Traffic Loop - Orchard to Perkins	(25,000)	25100000.39028
Orchard Ave. Extension	029	100	(115,000)				(115,000)	25100000.39029
Cleveland Lane Drainage	031	100	(190,785)		160,000	Drainage used for MUSEUM Project	(30,785)	25100000.39031
Orr Creek Improvements	032	misc	(4,985)				(4,985)	25100000.39032
Asset Management Software	038	UTIL's	(82,171)		60,000	Asset Management Software	(22,171)	25100000.39038
Facility Needs Study	039	100	(50,000)				(50,000)	25100000.39039
Maintenance Yard Development	041	208	(13,018)				(13,018)	25100000.39041
Form Based Code Project	042	100	(925)				(925)	25100000.39042
Todd Grove Picnic Area	044	300	(50,000)				(50,000)	25100000.39044
IT Dept Upgrades	046	100	(81,979)		81,979	I.T. Capital Expenses	0	25100000.39046
Sphere of Influence	047	100	(27,000)	27,000			0	25100000.39047
Perkins St Storm Drain Reserve	280	100	(12,141)		12,141	Perkins Street Storm Drain	0	25100000.39280
Unfederalized601	601	601	(313,250)		313,250	Washington Street Reconstruction	0	
Reserve Unfederalized 603	603	603	(347,770)		347,770	Washington Street Reconstruction	0	
Reserve For Encumbrances			(30,334)				(30,334)	
Undesignated			(135,446)	123,000	33,049		20,603	
Summary of Changes			(2,219,181)	250,000	1,429,193		(539,988)	

* The funding source shows the fund number that funded the reserve amount. In some cases it was various funds such as "Gas Tax" or "Util".

This worksheet shows reserve funds held for Special Projects. The Funding source shows where funds are transferred from. All "Transfers In" include a reserve number which is shown in the column heading "Munis Acct. #". The Expenditure Column represents planned spending for Fiscal Year 2016.

All funding sources with 100 fund are unrestricted.



Capital Improvement Program Funding Summary with Funding Sources

Attachment 1

CAPITAL PROJECTS

Capital Improvement Program Sources of Funding						
		<i>for planning purposes only</i>				
	Funding Requested 2015-16	Anticipated Request 2016-17	Anticipated Request 2017-18	Anticipated Request 2018-19	Anticipated Request 2019-20	Total Estimated 5-Year Funding
Funding Source						
<u>Airport</u>						
Airport Reserve (Fund 777)	212,375					212,375
FAA Grant - Federal Funding (Fund 777)	202,500					202,500
FAA Grant - State Funding (Fund 777)	10,125					10,125
Sub Total	425,000					425,000
<u>Building Maintenance</u>						
Equipment Reserve (Fund 220)	100,000					100,000
Sub Total	100,000					100,000
<u>Conference Center</u>						
Unfunded	65,000					65,000
Sub Total	65,000					65,000
<u>Electric</u>						
Electric Reserve (Fund 801)	4,745,000	1,225,000	325,000	115,000	65,000	6,475,000
Sub Total	4,745,000	1,225,000	325,000	115,000	65,000	6,475,000
<u>Engineering - Public Works</u>						
Special Project Reserve (Fund 251)	338,438					338,438
Special Revenue (Fund 250)	252,500	300,000	1,531,000			2,083,500
STP d(1) (Fund 509)	36,500	-				36,500
Sub Total	627,438	300,000	1,531,000			2,458,438

(Continued)



Capital Improvement Program Funding Summary with Funding Sources (Continued)

Attachment 1

CAPITAL PROJECTS

Capital Improvement Program Sources of Funding						
		<i>for planning purposes only</i>				
	Funding Requested 2015-16	Anticipated Request 2016-17	Anticipated Request 2017-18	Anticipated Request 2018-19	Anticipated Request 2019-20	Total Estimated 5-Year Funding
Funding Source						
<u>Finance</u>						
Equipment Reserve (Fund 220)	117,524					117,524
Sub Total	117,524					117,524
<u>Fire - Public Safety</u>						
Equipment Reserve (Fund 220)	65,000					65,000
Sub Total	65,000					65,000
<u>Garage</u>						
Equipment Reserve (Fund 220)	110,000					110,000
Sub Total	110,000					110,000
<u>Golf</u>						
Golf Fund (Tayman Park)(Fund 720)	155,000					155,000
Sub Total	155,000					155,000
<u>Information Technology</u>						
Equipment Reserve (Fund 220)	143,022					143,022
Project Reserve (Fund 251)	81,978					81,978
Sub Total	225,000					225,000
<u>Grace Hudson Museum</u>						
Unfunded	25,000					25,000
Sub Total	25,000					25,000

(Continued)



Capital Improvement Program Funding Summary with Funding Sources (Continued)

Attachment 1

CAPITAL PROJECTS

Capital Improvement Program Sources of Funding						
		<i>for planning purposes only</i>				
	Funding Requested 2015-16	Anticipated Request 2016-17	Anticipated Request 2017-18	Anticipated Request 2018-19	Anticipated Request 2019-20	Total Estimated 5-Year Funding
Funding Source						
<u>Parks</u>						
Prop 84 (Fund 310)	2,300,000	240,000				2,540,000
Housing Grant	142,800					142,800
Habitat Conservation Fund Grant (HCF)	140,000					140,000
Project Reserve (Fund 251)	160,000					160,000
Anton Reserve (Fund 301)	18,000					18,000
Unfunded	193,663					193,663
Sub Total	2,954,463	240,000				3,194,463
<u>Police</u>						
Equipment Reserve (Fund 220)	120,000					
Unfunded		120,000	120,000	120,000	120,000	480,000
Sub Total	120,000	120,000	120,000	120,000	120,000	600,000
<u>Storm Drain</u>						
Project Reserve (Fund 251)	50,617					50,617
Unfunded	124,383					124,383
Sub Total	175,000					175,000
<u>Streets</u>						
Special Revenue (Fund 250)	1,951,500					1,951,500
Project Reserve (Fund 251)	716,019					716,019
STIP (Fund 507)	227,000	1,235,000				1,462,000
STP d (1) (Fund 509)	350,500	150,000				500,500
Congestion Relief (Fund 510)	400,000					400,000
Unfunded	4,072,141					4,072,141
Sub Total	7,717,160	1,385,000				9,102,160

(Continued)



Capital Improvement Program Funding Summary with Funding Sources

Attachment 1

CAPITAL PROJECTS

Capital Improvement Program Sources of Funding						
		<i>for planning purposes only</i>				
	Funding Requested 2015-16	Anticipated Request 2016-17	Anticipated Request 2017-18	Anticipated Request 2018-19	Anticipated Request 2019-20	Total Estimated 5-Year Funding
Funding Source						
Wastewater						
Equipment Reserve (Fund 220)	200,000					200,000
Prop 84 (Fund 607)	2,090,191	17,152,000				19,242,191
Sewer Operating (Fund 840)	250,000					250,000
Sewer Capital (Fund 844)	1,084,770					1,084,770
Sub Total	3,624,961	17,152,000				20,776,961
Water						
Fund 220 Equipment Reserve	75,000					75,000
Fund 607 Prop 84 Grant	125,000					125,000
Fund 822 Water CIP Fund	4,167,500					4,167,500
Millview Water District (Fund 607)	31,250					31,250
Willow Water District (Fund 607)	31,250					31,250
Sub Total	4,430,000					4,430,000
Total	\$ 25,681,546	\$ 20,822,000	\$ 1,976,000	\$ 235,000	\$ 185,000	\$ 47,967,405



2015-16 Unfunded Capital Projects

	Project Amount	Amount Funded	Amount Unfunded
<u>Conference Center</u>			
HVAC System Renovation	\$ 30,000	\$ -	\$ 30,000
Bathroom Efficiency Update	\$ 35,000	\$ -	\$ 35,000
Subtotal	\$ 65,000	\$ -	\$ 65,000
<u>Grace Hudson Museum</u>			
Roof Repair	\$ 25,000	\$ -	\$ 25,000
Subtotal	\$ 25,000	\$ -	\$ 25,000
<u>Parks</u>			
Replace Toro Grounds master 4000D	\$ 25,000	\$ -	\$ 25,000
Replace Dodge D200 Utility Truck	\$ 40,000	\$ -	\$ 40,000
Anton Stadium Irrigation System Renovation	\$ 128,663	\$ -	\$ 128,663
Subtotal	\$ 193,663	\$ -	\$ 193,663
<u>Storm Drain</u>			
Replace Storm Drain at 12th District Fairgrounds	\$ 175,000	\$ -	\$ 175,000
Subtotal	\$ 175,000	\$ -	\$ 175,000
<u>Streets</u>			
Talmage Rd. & US 101 Interchange Improvements	\$ 1,700,000	\$ -	\$ 1,700,000
Redwood Business Park Transportation Improvements	\$ 1,200,000		\$ 1,200,000
Replace Street Sweeper	\$ 240,000	\$ 33,049	\$ 206,951
Subtotal	\$ 3,140,000		\$ 3,106,951
Total	\$ 5,598,663	\$ 33,049	\$ 3,565,614



AIRPORT

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects - Airport

Attachment 1

Fiscal Year 2016 Capital Items:		\$425,000
<u>Funding Source Available:</u>		
Fund Transfer from Airport Reserves Fund 777 to Fund 778		\$ 12,375
Fund Transfer from Airport Reserves Fund 777 to Fund 779		\$200,000
FAA Grant – Federal Funding		\$202,500
FAA Grant – State Funding		<u>\$ 10,125</u>
Total Fund Sources		\$425,000
<u>Summary of Airport Projects:</u>		
• Runway 15-33 Pavement Rehabilitation & Taxiway Realignment (Design)		\$190,000
• PNC Calculation & Pavement Report		\$ 35,000
• Fuel Tank		\$200,000



Runway 15-33 Pavement Rehabilitation & Taxiway Realignment (Design)



Estimated Project Costs For FY 2016	\$190,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
FAA Grant – Federal		171,000	540,000	540,000	540,000	643,500	\$2,434,500
FAA Grant – State		8,550	27,000	27,000	27,000	32,175	121,725
Airport Reserve (Fund 777)		<u>10,450</u>	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>	<u>39,325</u>	<u>148,775</u>
		\$190,000	\$600,000	\$600,000	\$600,000	\$715,000	\$2,705,000

Project Description: This is a FAA design grant and is part of a larger four year future project. This project is needed to perform much needed pavement rehabilitation and taxiway realignment. These changes have been identified on the newest Airport Layout Plan. The total project is estimated at \$2.5 million which will be paid for with additional FAA grant funds. The estimated cost to the City will be approximately \$33,000 annually over the next four years as the project is built and will depend on future funding from the FAA.

FY 2015/2016



PNC Calculation & Pavement Report

Attachment 1



Estimated Project Costs For FY 2016	\$35,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
FAA Grant – Federal		31,500					31,500
FAA Grant – State		1,575					1,575
Airport Reserve (Fund 777)		<u>1,925</u>					<u>1,925</u>
		\$35,000					\$35,000

Project Description: Pavement Calculation Number (PCN) Calculation and Pavement report is a FAA funded grant project that would allow staff to better evaluate the current conditions of the airport runways and taxiways.

FY 2015/2016



Fuel Tank

Attachment 1



Estimated Project Costs For FY 2016	\$200,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Airport Reserve (Fund 777)		\$200,000					\$200,000

Project Description: Over the past few years the airport had record numbers of fuel sales due to fires in the area. Although the amount of fuel sold was abnormally high, the airport was unable at times to keep up with the demands and needs of our customers for fuel. Increasing fuel capacities will provide better service and increased revenue for the airport in. With the installation of a 12,000 gallon 100LL (AVGAS) self-serve tank and the ability to store 25,000 gallons of jet A fuel, the airport will be able to keep up with the high demands of fuel sales during the fire season.

FY 2015/2016



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BUILDING MAINTENANCE

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Building Maintenance

Attachment 1

Fiscal Year 2016 Capital Items:	\$100,000
<u>Funding Source Available:</u>	
Equipment Reserve Funds-	
22000000.38195 Building Maintenance Reserve	<u>\$100,000</u>
Total Funding Sources	\$100,000
<u>Summary of Building Maintenance Projects:</u>	
Civic Center Annex Facia Renovation	\$ 30,000
Civic Center Front Lobby Redesign	\$ 45,000
Civic Center Entryway Renovation	\$ 25,000



Civic Center Annex Facia Renovation

Attachment 1



Estimated Project Costs For FY 2016	\$30,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$30,000					\$30,000

Project Description: The facia on the Annex is in crucial need of repair in order to prevent failure.

FY 2015/2016



Civic Center Front Lobby Redesign

Attachment 1



Estimated Project Costs For FY 2016	\$45,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$45,000					\$45,000

Project Description: Front lobby redesign to comply to current standards. Also needed is a counter upgrade to better facilitate customer service.

FY 2015/2016



Civic Center Entryway Renovation

Attachment 1



Estimated Project Costs For FY 2016	\$25,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$25,000					\$25,000

Project Description: The tile work at the entrance to the Civic Center is damaged and missing tiles in many places. These flaws create uneven walkways and an unattractive appearance.

FY 2015/2016



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CONFERENCE CENTER

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital – Conference Center

Attachment 1

Fiscal Year 2016 Capital Items:		\$65,000 Unfunded
<u>Funding Source Available:</u>		
No funding identified		\$ 0
Total Funding Sources		\$ 0
<u>Summary of General Capital Projects:</u>		
Conference Center HVAC System Renovation		\$30,000 Unfunded
Conference Center Bathroom Efficiency Update		\$35,000 Unfunded

Conference Center HVAC System Renovation

Attachment 1



Estimated Project Costs For FY 2016	\$30,000
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		\$30,000					\$30,000

Project Description: The HVAC unit that supports the Chardonnay & Riesling rooms has permanently failed per the evaluation of a 3rd party contractor, making the rooms un-rentable (due to no heat or air conditioning) in inclement weather. The entire 20+ year system needs full replacement. As funds allow, the remaining HVAC units will need to be upgraded.

FY 2015/2016



Conference Center Bathroom Efficiency Update

Attachment 1



Estimated Project Costs For FY 2016	\$35,000
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		\$35,000					\$35,000

Project Description:

Project Description: After opening in July of 1994, the public restrooms at the UVCC have never been upgraded. With over twenty years of heavy use, the deterioration of the amenities and lack of efficiency in fixtures bring them past their useful life. There will also be significant water savings from replacing the twenty year old urinals (5), toilets (11), and sinks (8).

FY 2015/2016



ELECTRIC

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects - Electric

Fiscal Year 2016 Capital Items:	\$4,745,000
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Funding Source Available:

Electric Capital Improvement Project (CIP) Fund 801 (transfer from 800 Operations to 801 CIP Fund)	<u>\$4,745,000</u>
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Total Fund Sources	\$4,745,000
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Summary of Electric Capital Projects:

PCB Transformer Replacement	\$ 20,000
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Pole – Replacements	\$ 15,000
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Automated Meter Reading – AMI	\$1,990,000
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AMI – Loading & Fault Locating	\$ 40,000
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Communication Upgrades	\$ 80,000
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Transformer Upgrades	\$ 25,000
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State St Widening – Pole/Equipment Upgrades	\$ 40,000
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#6 Reconductor and System Tap Protection	\$ -
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(Continued)



Capital Projects- Electric (Continued)

Attachment 1

Digger Derrick	\$ 380,000
E-Truck	\$ 40,000
Foreman Truck	\$ 75,000
On-Call Sub Truck	\$ 40,000
Underground System Switching Upgrades/Oak Manor	\$ 180,000
Underground System Switching Upgrades/Leslie-Gobbi Vault	\$ 60,000
600 Amp Connector Replacement/Orchard Ave	\$ 10,000
Low Gap 200 & 600 Amp Upgrades	\$ 150,000
Perkins Street Underground Project – Phase 2	\$ 180,000
Perkins Street Underground Project – Street Lighting	\$ 145,000
Substation Transformer #1 and #3 Repair	\$ 400,000
Hydro Electric Plant Seal Repair	\$ 175,000
Electric Service Center Improvements	\$ 700,000

PCB Transformer Replacement

Attachment 1



Estimated Project Costs For FY 2016	\$20,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		20,000	30,000	30,000			\$80,000

Project Description: A three year replacement of 14 overhead and pad mounted transformers contaminated with low levels of Polychlorinated Biphenyls (PCBs). Replacement will limit environmental concerns and remove older units from service.

FY 2015/2016



Pole - Replacements

Attachment 1



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		15,000	50,000	50,000	50,000		\$165,000

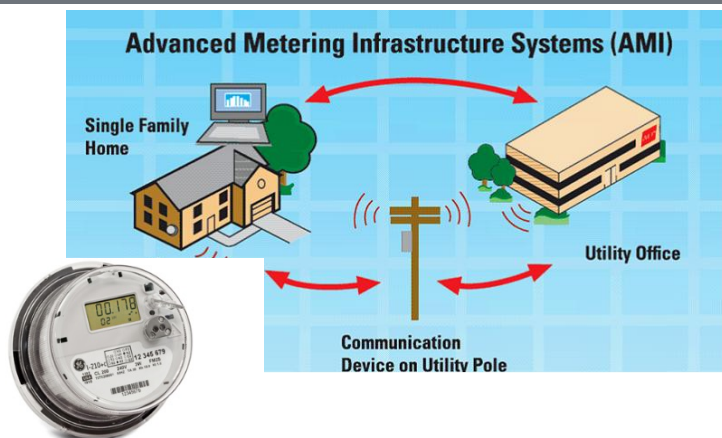
Project Description: Remaining three year of an eight year wood pole replacement program. In 2010, all wood poles were tested and approximately 220 poles were determined to require future replacement. On a scheduled basis, wood poles are replaced based on their tested classification of condition. Pole replacement insures system reliability and safety.

FY 2015/2016



Automated Meter Reading – AMI

Attachment 1



Estimated Project Costs
For FY 2016

\$1,990,000

Status

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		1,990,000	200,000	50,000			\$2,240,000

Project Description: FY 2016: Meter replacement program replacing approximately 8,100 meters with two-way communication and associated infrastructure to remotely read usage, voltage and outage information. Provides the electric customer with near real time usage information on a 24/7 basis. Significant improvement to system reliability and outage restoration resulting in fewer & shorter outages.

FY 2017 & 2018: Anticipated system expansions and reinforcements.

FY 2015/2016



AMI – Loading & Fault Locating

Attachment 1



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		40,000	50,000	30,000			\$120,000

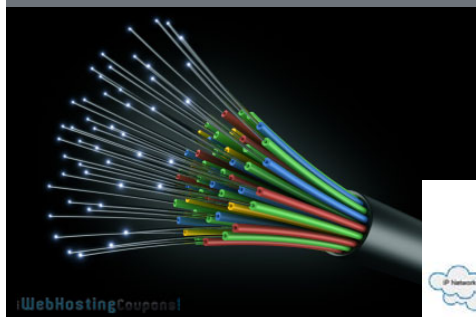
Project Description: A three year program to install communication enabled fault monitoring equipment that detects real time line loading, line voltage levels and system faults. Will improve system performance and reliability of power delivered to Ukiah customers.

FY 2015/2016



Communication Evaluation

Attachment 1



Estimated Project Costs For FY 2016	\$80,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		80,000					\$80,000

Project Description: Communication pilot program to develop machine to machine and machine to operator communication system connecting the Electric Service Center to various field equipment. Project includes a cost-performance evaluation and possible deployment of fiber for electric system operation. Possible future system expansion pending on a cost benefit analysis.

FY 2015/2016



Transformer Upgrades



Estimated Project Costs For FY 2016	\$25,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		25,000	25,000	25,000	25,000	25,000	\$125,000

Project Description: Due to equipment age, condition and vintage, transformers require replacement to insure operational reliability on a yearly basis.

FY 2015/2016



State Street Widening – Pole Relocation



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (fund 801)		40,000	40,000	40,000	40,000	40,000	\$200,000

Project Description: This capital expenditure cover the cost to relocate Electric Department equipment, located in street right of way, due to City funded street widening projects. Typically this may include street realignment, sidewalk widening, lane additions or street improvement not part of a private development.

FY 2015/2016



#6 Reconductor and System Tap Protection

Attachment 1



Estimated Project Costs For FY 2016	\$0
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		-	130,000	100,000			\$230,000

Project Description:

FY 2017: Conductor upgrades on east Brush St. and install line protection equipment at various locations throughout the City to improve capacity and outage coordination resulting in shorter and smaller power outages.

FY 2018: Replace No.6 conductor at various locations within the City and install line protection equipment at various locations to improve capacity and outage coordination resulting in shorter and smaller power outages.

FY 2015/2016



Digger Derrick

Attachment 1



Estimated Project Costs For FY 2016	\$380,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		380,000					\$380,000

Project Description: Purchase of a digger derrick line truck to retire an existing similar truck. This truck is needed for additional reach capacity to set taller poles and will satisfy the Air Resources Board (ARB) diesel motor compliance requirements.

FY 2015/2016



E-Vehicle

Attachment 1



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		40,000					\$40,000

Project Description: Replaces a pickup fleet vehicle with a utility type hybrid or electric vehicle that will be shared by engineering and administration staff. This vehicle purchase will improve availability of staff to respond to customer field visits reducing the need to dispatch a larger truck or line crew resulting in cost savings. Department goal is to manage vehicle inventory while reducing carbon emissions and improve customer service.

FY 2015/2016



Foreman Truck



Estimated Project Costs For FY 2016	\$75,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		75,000					\$75,000

Project Description: Purchase Foreman's crew cab or cab and a half truck used for transporting poles and heavy equipment for overhead and underground line construction. Truck will replace one existing utility fleet truck with no increase to the fleet count.

FY 2015/2016



On-Call Sub Truck

Attachment 1



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		40,000					\$40,000

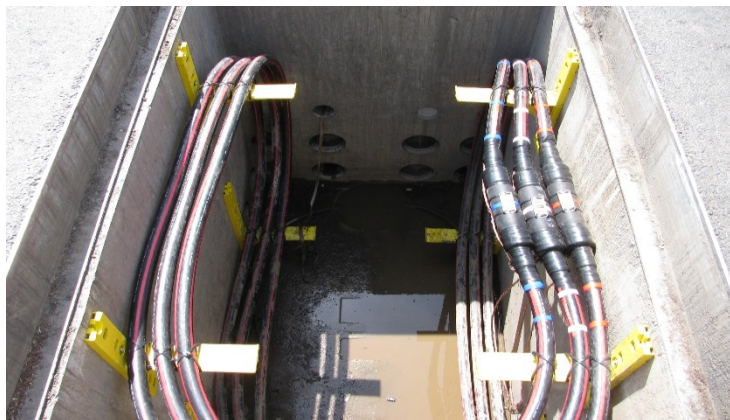
Project Description: Replacement of one on-call utility cab and a half truck. The existing truck has been unreliable and considering age and mileage it is recommended to retire current unit. There is no net increase to utility fleet count.

FY 2015/2016



Underground System Switching Upgrades – Oak Manor

Attachment 1



Estimated Project Costs For FY 2016	\$180,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		180,000					\$180,000

Project Description: Replace selected transformers and install switching equipment in the Oak Manor area. Over the last few years, Oak Manor customers have experienced frequent and long term outages. This will be the first step in being able to isolate problems to a small number of customers and restore power to the vast majority while performing repairs.

FY 2015/2016



Underground System Switching Upgrades – Leslie-Gobbi Vault

Attachment 1



Estimated Project Costs For FY 2016	\$60,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		60,000					\$60,000

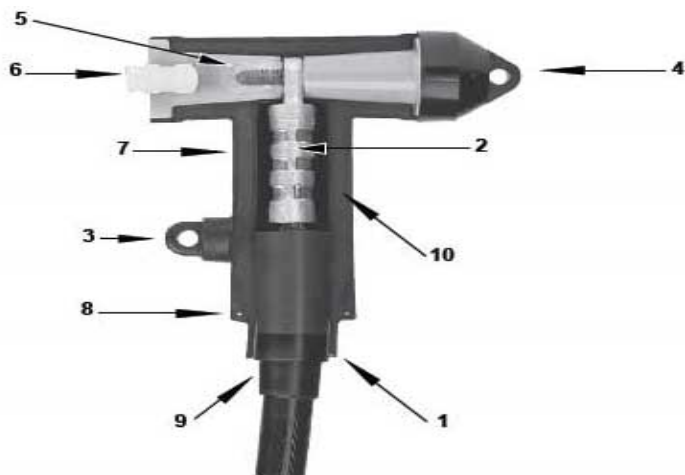
Project Description: Leslie-Gobbi Vault switching upgrade to provide the ability to restore power between an overhead and underground systems in an efficient and timely manor.

FY 2015/2016



600 Amp Connector Replacement – Orchard Avenue

Attachment 1



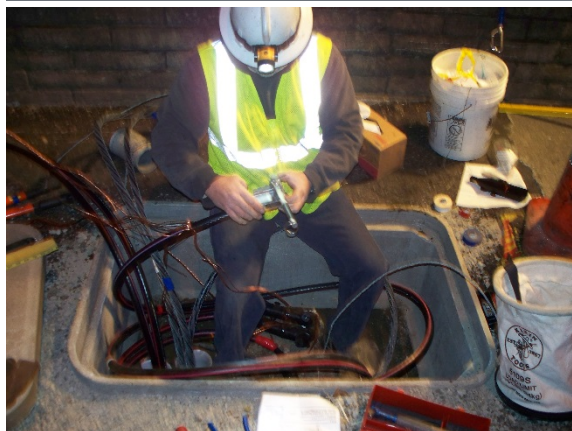
Estimated Project Costs For FY 2016	\$10,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		10,000					\$10,000

Project Description: Inspect and replace main underground feeder connectors located within underground vaults along Orchard Avenue.

FY 2015/2016

Low Gap 200 & 600 Amp Upgrades



Estimated Project Costs For FY 2016	\$150,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		150,000					\$150,000

Project Description: Phase 2 completes the system upgrade in the west Low Gap area. This phase includes the wire, switches and junction pedestals necessary to complete the improvements that will provide better reliability, fewer number of power interruptions, and shorter outages.

FY 2015/2016



Perkins Street Underground Project – Phase 2



Estimated Project Costs For FY 2016	\$180,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		180,000					\$180,000

Project Description: Phase 2 will complete the electric overhead to underground conversion work along Perkins Street between State Street and Hwy 101. This phase includes the wire, switches, junction boxes and customer service panel hookups needed to complete the conversion.

FY 2015/2016



Perkins Street Underground Project – Street Lighting

Attachment 1



Estimated Project Costs For FY 2016	\$145,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		145,000					\$145,000

Project Description: This work will complete the street light portion of the overhead to underground conversion along Perkins Street between State Street and Hwy 101. This phase includes the wire, junction boxes, fusing, equipment and labor needed to complete the street lighting project.

FY 2015/2016



Substation Transformer #1 and #3 Repair

Attachment 1



Estimated Project Costs For FY 2016	\$400,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		400,000					\$400,000

Project Description: Project will replace the 1) Low voltage bushings, 2) Repair radiator valves and 3) Replace gaskets on 30 year old power transformers No.1 and 3 located at Orchard Substation. Bushings have failed testing (Unit No.1) and gaskets are leaking. Work would replace all low voltage bushings, gaskets and rebuilding valves. Recommended to insure continued operation of the transformers.

FY 2015/2016



Hydro Electric Plant Seal Repair

Attachment 1



Estimated Project Costs For FY 2016	\$175,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		175,000					\$175,000

Project Description: Replace tainter valve seal and brace gate as necessary. Project will reduce the amount of water being bypassed and increases water going through the turbines. The net effect would increase generation by 4-7 percent. Additionally, gate maintenance is required to be in compliance with the JFERC permit.

FY 2015/2016



Electric Service Center Improvements

Attachment 1



Estimated Project Costs For FY 2016	\$700,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		700,000	700,000				\$1,400,000

Project Description: FY 2016 Phase 1: Electric Utility property located at 1350 Hastings work includes: site grading, fencing, roof repair and roll-up door repair. Interior warehouse shelving, lighting and office remodel, crew restroom and shower facilities, ready and training room design and improvements, site security, system monitoring equipment and employee lunch area.

FY 2017 Phase 2: Interior upgrades to serve as the City's Service Center: including offices, conference/customer meeting facilities, reception area, energy demonstration area, site paving, wire handling storage equipment and solar shade structures.

FY 2015/2016



ENGINEERING

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects - Engineering

Attachment

Fiscal Year 2016 Capital Items: \$672,438

Funding Sources Available:

Special Projects Reserves (Fund 251)-

25100000.39001 Grant Match Reserve \$ 19,000

25100000.39010 ADA Ramp Reserve \$ 50,000

25100000.39011 Bridge Replacement Reserve \$254,438

25100000.39038 Asset Management Software Reserve \$ 60,000

Special Revenue (Fund 250):

25000000.43190 State Funding – Special Projects Fund \$252,500

STP d(1) (Fund 509) \$ 36,500

Total Funding Sources \$672,438

Summary of Capital Engineering Projects:

NWP Rail Trail (Phase 2 Gobbi St. to Commerce Dr.) \$ 19,000

ADA – Ramps throughout the City \$ 50,000

Orr Street Bridge reconstruction \$254,438

Asset Management Software \$ 60,000

Downtown Streetscape Improvement, Phase 1 (Design) \$289,000



NWP Rail Trail (Phase 2 – Gobbi St. to Commerce Dr.)

Attachment 1



Estimated Project Costs For FY 2016	\$19,000
Status	Grant Application Submitted on June 1, 2015

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$19,000					\$19,000
Cal Trans Grant			\$300,000	\$1,531,000			<u>\$1,831,000</u>
							\$1,850,000

Project Description: Planning , design and construction of Phase 2 of the North West Pacific (NWP) Rail Trail project between Gobbi St. and Commerce Dr.

FY 2016: Grant Match – City (\$19,000)

FY 2017: Environmental & permits (\$75,000); Plans & specifications (\$200,000);and Right of way (\$25,000)

FY 2018: Construction management & inspections (\$150,000) and Construction (\$1,395,000)

FY 2015/2016



ADA – Ramps Throughout the City

Attachment 1



Estimated Project Costs For FY 2016	\$50,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$50,000					\$50,000

Project Description: Construct and replace non-compliant or non-existing ADA ramps at various locations throughout the city

FY 2015/2016



Orr Street Bridge Reconstruction

Attachment 1



Estimated Project Costs For FY 2016	\$254,438
Status	On Hold

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$254,438					\$254,438

Project Description: Reconstruction of the Orr Street Bridge over Orr Creek.

FY 2016: Environmental, Design & Permits

FY 2017: Construction

FY 2015/2016



Asset Management Software

Attachment 1



Estimated Project Costs For FY 2016	\$60,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$60,000					\$60,000

Project Description: Renewal of ArcGIS License which is utilized by Electric, Water and Sewer.

FY 2015/2016



UTAH DOWNTOWN STREETScape IMPROVEMENT PLAN

LEGEND

- 1. Existing street tree
- 2. Proposed street tree
- 3. Existing traffic signal
- 4. Existing traffic signal
- 5. Existing traffic signal
- 6. Existing traffic signal
- 7. Existing traffic signal
- 8. Existing traffic signal
- 9. Existing traffic signal
- 10. Existing traffic signal
- 11. Existing traffic signal
- 12. Existing traffic signal

UTAH DOWNTOWN STREETScape IMPROVEMENT PLAN

July 1, 2010

imaginggroup

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Revenue Funds:							
State Revenue HSIP (Fund 250)		103,500					103,500
State Revenue TE (Fund 250)		149,000					\$149,000
STP d(1) (Fund 509)		<u>36,500</u>					<u>\$36,500</u>
		\$289,000					\$289,000

FY 2015/2016



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FINANCE

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects - Finance

Attachment 1

Fiscal Year 2016 Capital Items:		\$117,524
<u>Funding Source Available:</u>		
Equipment Reserve Fund:		
22000000.38130 Finance – Misc.		\$ 3,389
22000000.38697 Finance – Utility Billing		<u>\$ 114,135</u>
(Includes transfer from Fund 205 Utility Billing for \$100,000)		
Total Fund Sources		\$117,524
<u>Summary of Finance Capital Projects:</u>		
Financial Software		\$ 117,524





Estimated Project Costs For FY 2016	\$117,524
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		3,389					3,389
Equipment Reserve (Fund 220)		<u>114,135</u>					<u>\$114,135</u>
Total		\$117,524					\$117,524

Project Description: Implementation of the Utility Billing Software to integrate to Munis

FY 2015/2016



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FIRE

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Fire

Attachment 1

Fiscal Year 2016 Capital Items:	\$65,000
<u>Funding Source Available:</u>	
Equipment Reserve Fund 220	
22000000.38313 Fire - Equipment	<u>\$65,000</u>
Total Funding sources	\$65,000
<u>Summary of Fire Capital Projects:</u>	
Replacement Funds for Fire Apparatus \$207,223	
(Funds are reserved in Fund 220. No request to expend these funds is requested for FY 2016.)	
Replace SCBA Air Cylinders	\$15,000
Replace One Defibrillator	\$30,000
Replace Fire Hose	\$20,000



Replacement Funds for Fire Apparatus

Attachment 1



Estimated Project Costs For FY 2016	\$0
Status	Reserve

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$0					\$0

Project Description: Set aside replacement funds Fire Apparatus. Apparatus replacement plan needs to be updated. (Funds are reserved in fund 220 Fire Apparatus; \$207,223 fiscal year 2016 contribution.)

FY 2015/2016



Replace SCBA Air Cylinders

Attachment 1



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$15,000	\$15,000				\$30,000

Project Description: Replace 12 SCBA air cylinders needed for firefighters.

FY 2015/2016



Replace One Defibrillator

Attachment 1



Estimated Project Costs For FY 2016	\$30,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$30,000					\$30,000

Project Description: Replace one defibrillator, this bring the total to twelve.

FY 2015/2016



Replace Old Fire Hose

Attachment 1



Estimated Project Costs For FY 2016	\$20,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$20,000					\$20,000

Project Description: Replace old fire hose.

FY 2015/2016



GARAGE

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Garage

Attachment 1

Fiscal Year 2016 Capital Items:		\$110,000
<u>Funding Source Available:</u>		
Equipment Reserve Fund 220		
22000000.38575	Garage Reserve	<u>\$110,000</u>
Total Fund Sources		\$110,000
<u>Summary of Garage Capital Projects:</u>		
Replace Overhead Lube System		\$ 10,000
Replace Service Truck		\$100,000

Replace Overhead Lube System

Attachment 1



Estimated Project Costs For FY 2016	\$10,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$10,000					\$10,000

Project Description: Replace overhead lube system at the garage due to its age and failing condition

FY 2015/2016



Replace Service Truck

Attachment 1



Estimated Project Costs For FY 2016	\$100,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220):		\$100,000					\$100,000

Project Description: Replace existing service truck due to its age and condition. New service truck will have a service body, crane, and portable welder.

FY 2015/2016



GOLF COURSE

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects- Golf Course

Fiscal Year 2016 Capital Items:	\$155,000
<u>Funding Sources Available:</u>	
Tayman Park Golf Course	<u>\$155,000</u>
Total Funding Sources	\$155,000
<u>Summary of Golf Course Capital Projects:</u>	
Develop Water Source	\$75,000
Tee Reconstruction	\$10,000
Fairway & Collar Resurface	\$13,000
Replace Turf Heads, Valves etc.	\$18,000
Pro Shop & Todd Grove Room Improvements	\$29,000
Cart Path Repairs	\$10,000

All golf projects are funded and managed by Tayman Park Golf per their lease agreement of the Course.



Develop Water Source

Attachment 1



Estimated Project Costs For FY 2016	\$75,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		\$75,000					\$75,000

Project Description: Additional water for the course separate from the City's potable water supply is desired. Possible development of an onsite irrigation well if the City's water source investigation demonstrates a viability resource.

Funded & Managed by Tayman Park per lease agreement

FY 2015/2016



Tee Reconstruction

Attachment 1



Estimated Project Costs For FY 2016	\$10,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Project Description: Most of the current tee's in use have flaws. There is an enough space to keep them fresh throughout the playing months, but not all of the area is useable space. Each year, some tees will be reconstructed including the removal of sod, flatten the entire teeing area and create more useable space. This creates less work for staff and the tees will look great throughout the season. Two tees are scheduled for reconstruction this year.

Funded & Managed by Tayman Park per lease agreement

FY 2015/2016



Fairway & Collar Resurface

Attachment 1



Estimated Project Costs For FY 2016	\$13,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		\$13,000					\$13,000

Project Description: Year 3 will continue fairway and collar resurface with sand and compost added to improve soil makeup. The fairways, green bank and collars continue to improve the appearance and playability of our course.

Funded & Managed by Tayman Park per lease agreement

FY 2015/2016



Replace Existing Turf Heads, Valves, Swing Joints, Nozzles & Controllers



Estimated Project Costs For FY 2016	\$18,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		\$18,000					\$18,000

Project Description: A total of 280 old worn out turf irrigation heads, valves, swing joints and nozzle assembly units to date. Replacing worn out parts continues to improve the irrigation system. Conditions on the course continue to improve and additional investment in this area will only be positive. Improved revenue and water savings are now real.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016



Pro Shop & Todd Grove Room A/C Units. Patio & License Upgrade



Estimated Project Costs For FY 2016	\$29,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		\$29,000					\$29,000

Project Description: The Pro Shop and Todd Grove Room improvement project will include HVAC and patio upgrades. Three existing Units in the Pro Shop are far past their useful life and will be replaced. New units will result in energy savings of up to 30%. Patio and ABC License upgrade will improve food and beverage service.

Funded & Managed by Tayman Park per lease agreement

FY 2015/2016



Cart Path Repair

Attachment 1



Estimated Project Costs For FY 2016	\$10,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		\$10,000					\$10,000

Project Description: The disrepair of the cart paths are causing damage to the rental fleet and private carts. Every year areas of the cart paths are scheduled for repair.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016



INFORMATION TECHNOLOGY

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Information Technology

Attachment 1

Fiscal Year 2016 Capital Items:	\$225,000
<u>Funding Source Available:</u>	
Special Projects Reserve (Fund 251)	
25100000.39046 I.T. Upgrades Reserve	\$ 81,978
Equipment Reserve (Fund 220)	
22000000.38196 Computer Support Reserve	<u>\$ 143,022</u>
Total Fund Sources	\$225,000
<u>Summary of Information Technology Capital Projects:</u>	
Council Chambers Electronic Renovation	\$ 75,000
Access Point Wi-Fi (Civic Center and Annex)	\$ 20,000
Access Point Wi-Fi (for different sites after W-Wan is installed)	\$ 30,000
Cardlock System	\$ 15,000
Routers to Purchase for W-WAN Implementation	\$ 25,000
Switch/Router (end of life replacement)	\$ 40,000
Checkpoint Appliance for HA Cluster for Redundant Switch-Over to Additional Gateway	\$ 20,000



Council Chambers Electronic Renovation

Attachment 1



Estimated Project Costs
For FY 2016

\$75,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$75,000					\$75,000

Project Description: This will involve replacement of the current audio system, as well as the cameras that are currently in place. The new cameras will offer much better operability and resolution. A podium presenter will also be available for constituents and other parties to present their material to Council.

FY 2015/2016



Access Point Wi-Fi (Civic Center and Annex)

Attachment 1



Estimated Project Costs For FY 2016	\$20,000
Status	

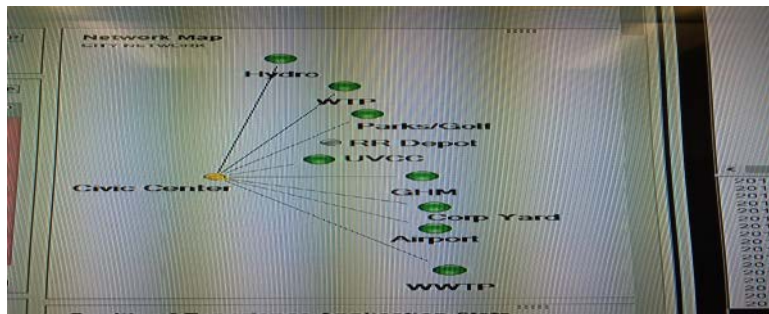
Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$20,000					\$20,000

Project Description: Access points will be placed in the Civic Center and Annex, allowing access to the internet for employees and public. The current WiFi system is antiquated and at maximum allowance for additional access points.

FY 2015/2016



Access Point Wi-Fi (for different sites after W-Wan is installed)



Estimated Project Costs
For FY 2016

\$30,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$30,000					\$30,000

Project Description: Meraki Access points will be placed at our external sites, giving employees needed WiFi Access. This will provide WiFi traffic through our Internet Gateway, without affecting other user traffic.

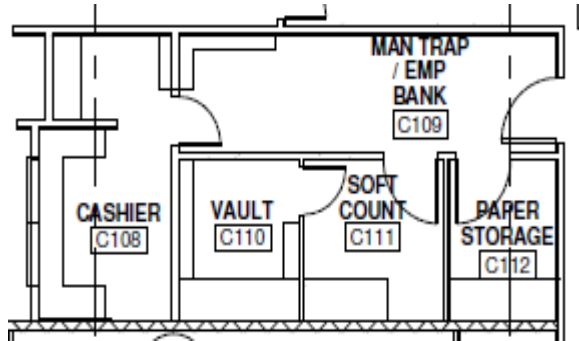
FY 2015/2016



Cardlock System

Attachment 1

Access Control



- Employee presents their card.
- Software reviews cards ID.
- If approved for access
- Door unlocks

Estimated Project Costs
For FY 2016

\$15,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$15,000					\$15,000

Project Description: A card lock system, will ensure secure access to City of facilities.

FY 2015/2016



Routers to Purchase for W-WAN Implementation

Attachment 1



Estimated Project Costs For FY 2016	\$25,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$25,000					\$25,000

Project Description: As part of the implementation for our Wide Area Network sites, routers must be purchased for point to point communication.

FY 2015/2016



Switch/Router (end of life replacement)

Attachment 1



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$40,000					\$40,000

Project Description: As part of our ongoing maintenance and support, switches and routers reach “end of life” and need to be replaced to insure warranty and support coverage. An average of 5-6 years is the approximate lifespan of network switches and routers.

FY 2015/2016



Checkpoint Appliance for HA Cluster Redundant Switch-Over

Attachment 1



Estimated Project Costs For FY 2016	\$20,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$13,022					\$13,022
Special Project Reserve (Fund 251)		<u>\$ 6,978</u>					<u>\$ 6,978</u>
		\$20,000					\$20,000

Project Description: The Checkpoint appliance will allow for a fail-over scenario to a second gateway when outages occur. This a secondary path is important for Public Safety applications provided over the Internet.

FY 2015/2016



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MUSEUM

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Grace Hudson Museum

Fiscal Year 2016 Capital Items:		Unfunded
<u>Funding Source Available:</u>		
Unfunded		\$ 0
	Total Funding Sources	\$ 0
<u>Summary of Museum Capital Projects:</u>		
Grace Hudson Museum Roof Repair		\$25,000 Unfunded



Grace Hudson Museum Roof Repair

Attachment 1



Estimated Project Costs For FY 2016	\$25,000
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		\$25,000					\$25,000

Project Description: The roof beams of the Grace Hudson Museum needs repair from years of water damage caused by their exposure to normal winter weather. While undergoing repair, they will also be modified so that this problem will not reoccur. In addition, there are currently two small leaks in the Museum's metal corten roof. Until the roof is opened up in the summer to expose the underlying paper and plywood, the extent of the needed repair is not known.

FY 2015/2016



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PARKS

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects - Parks

Fiscal Year 2016 Capital Items: \$2,954,463

Funding Source Available:

Prop 84 NEF Grant (Fund 310)	\$2,300,000
Housing Grant: Oak Manor Park Renovation	\$ 142,800
Habitat Conservation Fund Grant	\$140,000
Special Project Reserves (Fund 251)	
25100000.39031-Cleveland Lane Drainage	\$160,000
Anton Reserve (Fund 301)	<u>\$ 18,000</u>
Total Funding Sources	\$2,760,800

Summary of Parks Capital Projects:

Replace Toro Groundsmaster 4000D	\$ 25,000 Unfunded
Replace Dodge D200 Utility Truck, ¾ Ton with Lift Gate	\$ 40,000 Unfunded
Anton Stadium Irrigation System Renovation	\$128,663 Unfunded
Anton Stadium Renovation	\$18,000
Oak Manor Park Renovation	\$142,800
Grace Hudson Cultural Center: Nature Education Grant	\$2,600,000



Replace Toro Groundsmaster 4000D



Estimated Project Costs For FY 2016	\$25,000
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		\$25,000					\$25,000

Project Description: The existing 2001 Toro mower has exceeded its life expectancy as needed repairs exceed its value. The mower is in need of multiple repairs including: the mower decks need replacing or extensive fabrication work from over use; the electrical system is worn out causing multiple call outs from the city garage to repair in the field; hydraulic deck rams need replacing or rebuilding; the cooling system has problems causing extended mow times in order to allow for cooling of engine; and does not comply with current C.A.R.B regulations resulting in limited amount of hours allowed of use per year. This mower has had numerous repairs in its life, increasing over the last few years. Now this mower spends numerous hours out of service.

Proposed replacement: 2015 commercial zero turning radius, rear discharge mower with a minimum 72 inch wide mower deck, and complies with current C.A.R.B. standards.

FY 2015/2016



Replace Dodge D200 Utility Truck, ¾ Ton With Lift Gate



Estimated Project Costs For FY 2016	\$40,000
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		\$40,000					\$40,000

Project Description: The current vehicle is a 1989 Dodge D200 that has out lasted its normal life expectancy; has 112,381 miles; current value estimated at \$1500 or less. The existing vehicle spends various hours out of use, due to needed repairs. Furthermore, the passenger door needs replacing to open properly; the transmission slips; door and window seals leak letting rain water to enter the cabin; the utility bed doors do not latch properly causing tools and supplies to be exposed to elements, and contents spilling out in the roadway. The proposed replacement is a 2015 single rear wheeled 1 ton service truck.

FY 2015/2016



Anton Stadium Irrigation System Renovation

Attachment 1



Estimated Project Costs For FY 2016	\$128,663
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		\$128,663					\$128,663

Project Description: The aged irrigation system has failed and must be replaced. The replaced system will increase water efficiency at the facility in addition to cutting out significant repairs and maintenance costs .

FY 2015/2016



Anton Stadium Renovation

Attachment 1



Estimated Project Costs For FY 2016	\$18,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Anton Stadium (Fund 301)		\$18,000					\$18,000

Project Description: Continued renovation of Anton Stadium including donor wall, press box and field improvements.

FY 2015/2016



Oak Manor Park Renovation

Attachment 1



Estimated Project Costs For FY 2016	\$142,800
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Housing Grant (Fund 300)		\$142,800					\$142,800

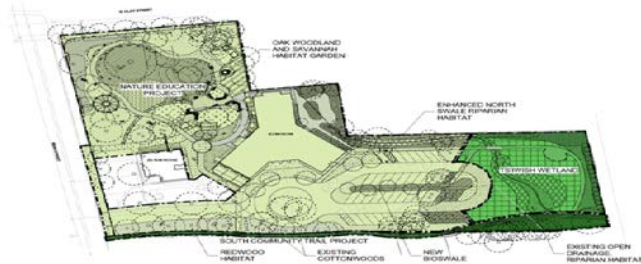
Project Description: This grant funded through the Housing Related Parks Program will renovate Oak Manor Park, including the walkways and picnic areas.

FY 2015/2016



Grace Hudson Cultural Center: Nature Education Grant

Attachment 1



Estimated Project Costs
For FY 2016

\$2,600,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Prop 84 (Fund 310)		2,300,000	240,000				\$2,540,000
HCF* Grant (Fund 300)		140,000					140,000
Special Project Reserve (Fund 251)		<u>160,000</u>					<u>\$160,000</u>
		\$2,600,000					\$2,840,000

*HCF- Habitat Conservation Fund; 300 fund Series TBD

Project Description: The project has two separate components :

- NEF Prop 84 grant which is approximately 3 acres for the nature education gardens and parking.
- HCF grant is approximately 1 acre of construction for storm water treatment wetlands & drainage.

This project will construct a fully integrated campus that is an extension of the museum facility. Develop four acres of grounds; expand parking lot, install fencing, landscaping, and outdoor exhibits focusing on native plants and animals. Teach about Pomo Indian cultural landscape practices and demonstrate modern day sustainable landscape practices with the use of rain water cisterns, bio-swales, storm water treatment systems, and green building techniques. This is a joint project with Public Works to construct storm water treatment facilities.

FY 2015/2016



POLICE

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Police

Attachment 1

Fiscal Year 2016 Capital Items:		\$120,000
<u>Funding Source Available:</u>		
Equipment Reserve (Fund 220)		
22000000.38201	Police Reserve	\$ 41,030
22000000.30007	Equipment Reserve – Undesignated	<u>\$ 78,970</u>
Total Funding sources		\$120,000
<u>Summary of Police Capital Projects:</u>		
2 Patrol Vehicles	\$60,000 each	\$120,000



2 Patrol Vehicles \$60,000 Each

Attachment 1



Estimated Project Costs For FY 2016	\$120,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$41,030					\$41,030
Equipment Reserve (Fund 220 interest)		<u>\$78,970</u>					\$78,970
Unfunded			<u>\$120,000</u>	<u>\$120,000</u>	<u>\$120,000</u>	<u>\$120,000</u>	<u>\$480,000</u>
		\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$600,000

Project Description: Replace two fully equipped police vehicles annually which currently cost \$60,000 each. This cost includes light bars and Fiberglass back seats.

FY 2015/2016



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STORM DRAIN

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Storm Drain

Fiscal Year 2016 Capital Items:		\$ 50,617
	Unfunded	<u>\$124,383</u>
		\$175,000
<u>Funding Source Available:</u>		
Special Project Reserve (Fund 251)		
25100000.39027		<u>\$ 50,617</u>
Total Funding Sources		\$ 50,617
<u>Summary of Storm Capital Projects:</u>		
Storm Drain		\$175,000
		Partially Funded



Fairgrounds Storm Drain

Attachment 1



Estimated Project Costs For FY 2016	\$175,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$50,617					\$50,617
Unfunded		<u>\$124,383</u>					<u>\$124,383</u>
Total		\$175,000					\$175,000

Project Description: Replace failing storm drain line at the 12th District Fairgrounds.

FY 2015/2016



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STREETS

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Streets

Attachment 1

Fiscal Year 2016 Capital Items:		\$7,717,160*
<u>Funding Sources Available:</u>		
Traffic Congestion Relief (Fund 510)		\$ 400,000
Special Revenue (Fund 250)		\$1,951,500
STP d(1) (Fund 509)		\$ 350,500
1998 STIP (Fund 507) (MCOG reimbursable)		\$ 227,000
Pedestrian Safety – Sidewalks/Crosswalks		\$ 100,000
Traffic Signal at N. State St. & Low Gap Rd./Bush St.		\$ 865,190
Special Projects Reserves (Fund 251)		
25100000.30007 Undesignated Reserve		\$ 33,049
25100000.39021 Smith St Repairs Reserve		\$ 21,951
25100000.39049 Un-Federalized Reserve		\$ 313,249
25100000.39050 Un-Federalized Reserve		<u>\$ 347,770</u>
Total Funding Sources		\$3,645,019

*Total Capital Street project Requests are \$7,716,160

With only \$3,645,019 available for these projects. The funding source for Talmage Road project build out of the Business Park. Estimated at \$2.9 million has to be determined and is critical for the Costco Project. Staff will need council direction to consider either an internal loan or funding through I-bank if redevelopment funds are not available.

(Continued)



Capital – Streets

Attachment 1

Fiscal Year 2016 Capital Items: (continued)		\$7,717,160
Gobbi/Waugh Traffic Signal		\$ 112,000
Low Gap/Bush Roundabout		\$ 115,000
Overlay Streets		\$ 200,000
Downtown Streetscape Construction – HSIP & TE		\$2,302,000
Slurry Seal Various Streets		\$ 200,000
Talmage Rd. & US 101 Interchange Improvements		\$1,700,000 Unfunded
Redwood Business Park Transportation Improvements		\$1,200,000 Unfunded
Smith Street sidewalk/curb/gutter		\$ 21,951
Street Reconstruction		\$ 661,019
Replace Street Sweeper		\$ 240,000 Partially funded



Capital – Streets

Attachment 1

Fiscal Year 2016 Capital Items: (continued)

Pedestrian Safety – Sidewalks/Crosswalks	\$ 100,000 Unfunded
Left Hand Turn Lane at Low Gap/State St.	\$ 865,190 Unfunded



Gobbi/Waugh Traffic Signal

Attachment 1



Estimated Project Costs For FY 2016	\$112,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
STIP (Fund 507) MCOG		112,000	532,000				\$644,000
STP d(1) (Fund 509)			<u>72,000</u>				<u>\$72,000</u>
			\$604,000				\$716,000

Project Description: Design and Construct traffic signal on East Gobbi Street at Waugh Lane
 FY 2016; Environmental & Permits (\$2,000); Plans & Specifications (\$90,000) Right of Way (\$20,000)

FY 2017: Construction (\$532,000); City construction match (\$72,000)

FY 2015/2016



Low Gap/Bush Roundabout



Estimated Project Costs For FY 2016	\$115,000
Status	On Hold

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
STIP (Fund 507) - MCOG		115,000	703,000				\$818,000
STP d (1) (Fund 509)			<u>78,000</u>				<u>\$78,000</u>
		\$115,000	\$781,000				\$896,000

Project Description: Design and construct a roundabout at the intersection of North Bush Street and Low Gap Road

FY 2016: Environmental and Permits (\$5,000); Plans & Specifications (\$85,000); Right of Way (\$25,000)

FY 2017: Construction (\$703,000); City Construction Match (\$78,000)

FY 2015/2016



Overlay Streets

Attachment 1



Estimated Project Costs For FY 2016	\$200,000
Status	

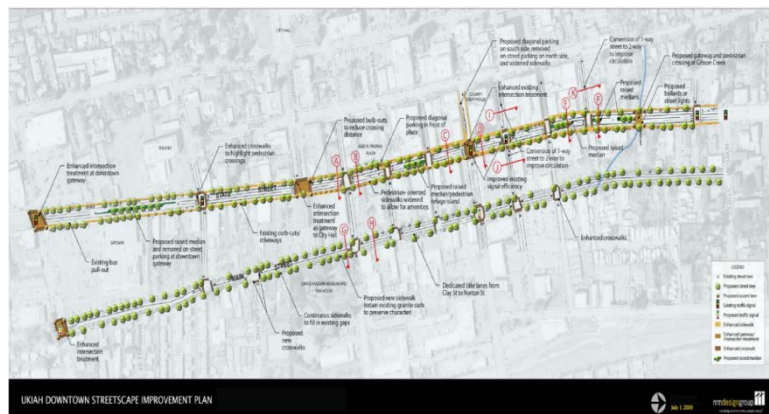
Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Traffic Congestion Relief (Fund 510)		\$200,000					\$200,000

Project Description: Overlay various streets as determined by the Pavement Management Program

FY 2015/2016



Downtown Streetscape Construction – Highway Safety Improvement Program (HSIP), Attachment 1 Transportation Enhancement (TE)



Estimated Project Costs
For FY 2016

\$2,302,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
State Revenue HSIP (Fund 250)		796,500					796,500
State Revenue TE (Fund 250)		1,155,000					1,155,000
STP d(1) (Fund 509)		<u>350,500</u>					<u>350,500</u>
Total		\$2,302,000					\$2,302,000

Project Description: Construction of the Downtown Streetscape Improvement Project, Phase 1. Phase 1 is State St (Henry to Mill) Standley (School to Main), Henry (School to State) and Perkins (School to Main). Project included roadway, traffic signal, on-street parking and sidewalk related improvements. Design for the project is funded in the Public Works Engineering CIP.

FY 2015/2016



Slurry Seal Various Streets

Attachment 1



Estimated Project Costs For FY 2016	\$200,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Traffic Congestion Relief (Fund 510)		\$200,000					\$200,000

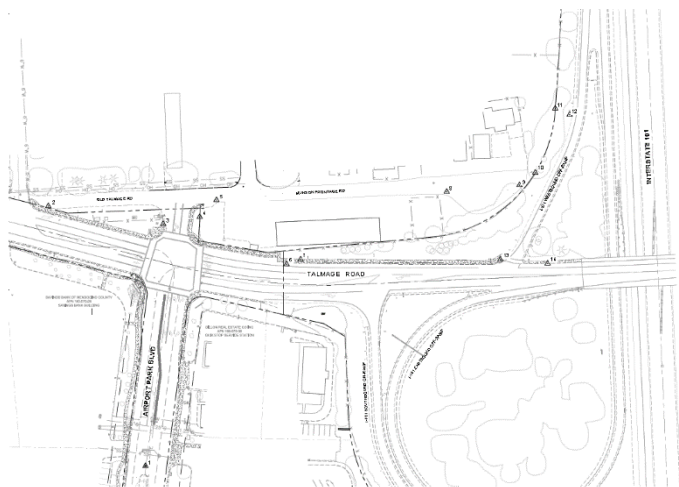
Project Description: Slurry Seal various streets as determined by the Pavement Management Program

FY 2015/2016



Talmage Rd & US 101 Interchange

Attachment 1



Estimated Project Costs
For FY 2016

\$1,700,000

Status

To Be Determined

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
I-Bank (Unfunded)		\$1,700,000					\$1,700,000

Project Description: Construct interchange improvements at the intersection of Talmage Road and US HWY 101.

(The City will need to seek funding for this project from I-Bank if the state will not allow use of redevelopment bonds.)

FY 2015/2016



Redwood Business Park Transportation Improvements



Estimated Project Costs For FY 2016	\$1,200,000
Status	To be Determined

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
I-Bank (Unfunded)		\$1,200,000					\$1,200,000

Project Description: Construct improvements at the intersection of Talmage Road and Airport Blvd.; construct traffic signal at Airport Park Blvd & Commerce Dr.; construct minor widening near the south end of Airport Park Blvd.; and construct minor widening on Hastings Ave at S. State St.

(The City will need to seek funding for this project from I-Bank if the state will not allow use of redevelopment bonds.)

FY 2015/2016



Smith Street Sidewalk/Curb/Gutter

Attachment 1



Estimated Project Costs For FY 2016	\$21,951
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$21,951					\$21,951

Project Description: Replace Smith Street sidewalk, curb and gutter

FY 2015/2016



Street Reconstruction (Luce Ave., Observatory Ave. & Washington Ave.)



Estimated Project Costs
For FY 2016

\$661,019

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Projects Reserve (Fund 251)		\$661,019					\$661,019

Project Description: Reconstruct Washington Ave. from South State St. to S. Dora St., Luce Ave. from Helen St. to S. State St., Observatory Ave. from Helen St. to S. State St.

FY 2015/2016



Replace street sweeper



Estimated Project Costs For FY 2016	\$240,000
Status	Partially Funded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		\$33,049					\$33,049
Unfunded		<u>\$206,951</u>					<u>\$206,951</u>
Total		\$240,000					\$240,000

Project Description: Replace one existing street sweeper due to its age, condition and fueling issues.

FY 2015/2016



Pedestrian Safety – Sidewalks/Crosswalks



Estimated Project Costs For FY 2016	\$ 100,000
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded							

Project Description: This project will construct sidewalks adjacent to the City of Ukiah property. In addition this project will construct improvements to provide better awareness of crosswalks. Improvements at crosswalks may include advance yield signage and markings (show in photo) and rectangular rapid flashing beacons. (N. State St. crosswalk at Fairgrounds.)

FY 2015/2016



Traffic Signal at N. State St. and Low Gap Road/Brush Street

Attachment 1



Estimated Project Costs For FY 2016	\$ 865,190
Status	Unfunded

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded							

Project Description: This project would construct an eight phase traffic signal which includes separate left turn phases for north-south and east-west traffic. The curb radius would be enlarged at all four corners including construction of new ADA curb ramps. New traffic signal poles with new signal heads will be constructed to fit the new intersection configuration. Brush street would be widened along the south frontage. Sidewalk, curb, and gutter will be constructed along Brush Street.

FY 2015/2016



WASTEWATER

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects- Wastewater

Attachment 1

Fiscal Year 2016 Capital Items: \$3,624,961

Funding Sources Available:

Sewer Operating (Fund 840)	\$ 250,000
Equipment Reserve (Fund 220)	
22000000.38612- Sewer	\$ 200,000
Prop 84 Funding Round 2 (Fund 607)	\$ 400,000
Prop 84 Drought Funding (Fund 607)	\$1,690,191
Sewer Capital (Fund 844)	<u>\$1,084,770</u>
Total Funding Sources	\$3,624,961

Summary of Wastewater Capital Projects:

Replacement of AWWT Feed Pump Motors	\$ 90,000
Chlorine Mixer	\$ 40,000
Manhole Replacement	\$ 15,000
Air Compressor	\$ 15,000
Vactor Replacement	\$200,000
Replace Truck at WWTP	\$ 30,000
Portion of Service Truck W/S Operations (50% Water)	\$ 30,000
Replace Hoses on 2 Vactors (50% Water)	\$ 10,000

(Continued)

Capital Projects - Wastewater

Attachment 1

Fiscal Year 2016 Capital Items (continued):

Sewer Nozzles for 2 Vactors	\$ 20,000
Recycled Water System Phases 1 & 2	\$2,090,191
Main Replacements – Luce and Observatory	\$ 400,000
Inflow/Infiltration	\$ 150,000
System Maintenance	\$ 64,770
Emergency/Contingency	\$ 45,000
UVSD Litigation	\$ 300,000
UVSD Detachment EIR	\$ 125,000

Replacement of AWWT Feed Pump Motors



Estimated Project Costs
For FY 2016

\$90,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$90,000					\$90,000

Project Description: Replace feed pump motors at the Advanced Waste Water Treatment System.

FY 2015/2016



Chlorine Mixer

Attachment 1



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$40,000					\$40,000

Project Description: Purchase a chlorine mixer for installation prior to the injection point before the chlorine contact basin.

FY 2015/2016



Manhole Replacement

Attachment 1



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$15,000					\$15,000

Project Description: Replace various manholes throughout the sewer collection system due to age and condition.

FY 2015/2016



Air Compressor

Attachment 1



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$15,000					\$15,000

Project Description: Purchase a new portable air compressor for the Water/Sewer Operations Division (50% Water) ;Total Project \$30,000.

FY 2015/2016



Vactor Replacement

Attachment 1



Estimated Project Costs For FY 2016	\$200,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$200,000					\$200,000

Project Description: Replace an existing Vactor truck with a new one due to CARB emission requirements and age (50% Water) ;Total \$400,000.

FY 2015/2016



Replace Truck at WWTP

Attachment 1



Estimated Project Costs For FY 2016	\$30,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$30,000					\$30,000

Project Description: Replace Dodge Truck at the Wastewater Treatment Plant due to age, mileage and condition.

FY 2015/2016



Portion of Service Truck W/S Operations (50% Water)

Attachment 1



Estimated Project Costs For FY 2016	\$30,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$30,000					\$30,000

Project Description: Purchase new service truck for the Water/Sewer Operations Division (50% Water); Total \$60,000.

FY 2015/2016



Replace Hose on 2 Vactors (50% Water)



Estimated Project Costs For FY 2016	\$10,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$10,000					\$10,000

Project Description: Replace jetter hose on 2 vactors due to normal wear.
Total \$10,000.

FY 2015/2016



Sewer Nozzles for 2 Vactors

Attachment 1



Estimated Project Costs For FY 2016	\$20,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 840)		\$20,000					\$20,000

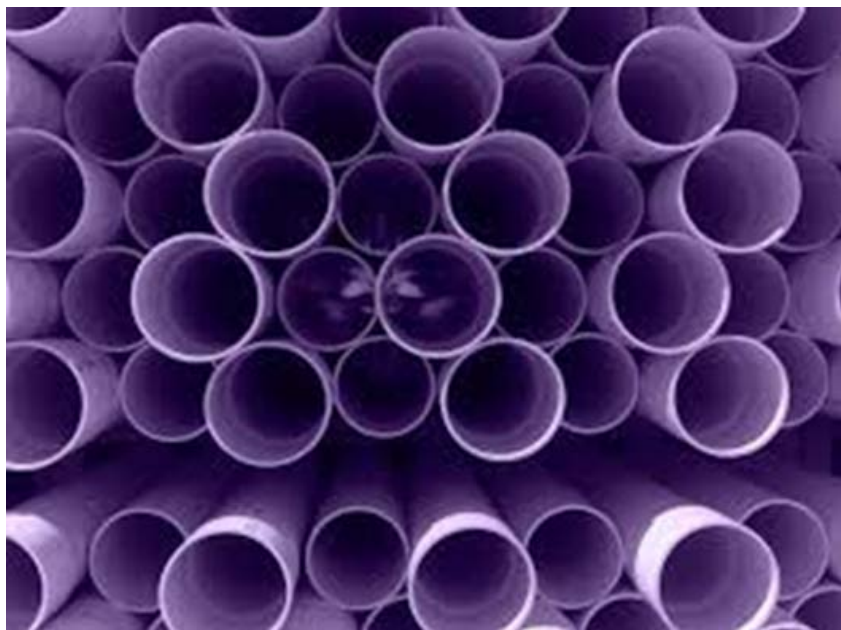
Project Description: Purchase 3 new nozzles for the jetter hoses on 2 Vactors.

FY 2015/2016



Recycled Water System Phases 1 & 2

Attachment 1



Estimated Project Costs For FY 2016	\$2,090,191
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Prop 84 Funding(Fund 607)		<u>\$2,090,191</u>					\$2,090,191
Unfunded			<u>\$17,152,000</u>				<u>\$17,152,000</u>
Total		<u>\$2,090,191</u>	<u>\$17,152,000</u>				<u>\$19,242,191</u>

Project Description: Phases 1 and 2 of the Recycled Water System.

FY 2015/2016



Main replacements – Luce and Observatory



Estimated Project Costs
For FY 2016

\$400,000

Status

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		\$400,000					\$400,000

Project Description: Replace sewer mains on Luce and Observatory Avenues due to age and condition.

FY 2015/2016



Inflow/infiltration

Attachment 1



Estimated Project Costs For FY 2016	\$150,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		\$150,000					\$150,000

Project Description: Sewer Lining project to reduce inflow and infiltration into the Sewer Collection System.

FY 2015/2016



System maintenance

Attachment 1



Estimated Project Costs For FY 2016	\$64,770
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer capital (Fund 844)		\$64,770					\$64,770

Project Description: Various sewer main repair projects that are needed on an annual basis.

FY 2015/2016



Emergency/Contingency

Attachment 1



Estimated Project Costs For FY 2016	\$45,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		\$45,000					\$45,000

Project Description: Various emergency repairs that require immediate repair by contractors.

FY 2015/2016



UVSD Litigation

Attachment 1



Estimated Project Costs For FY 2016	\$300,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		\$300,000					\$300,000

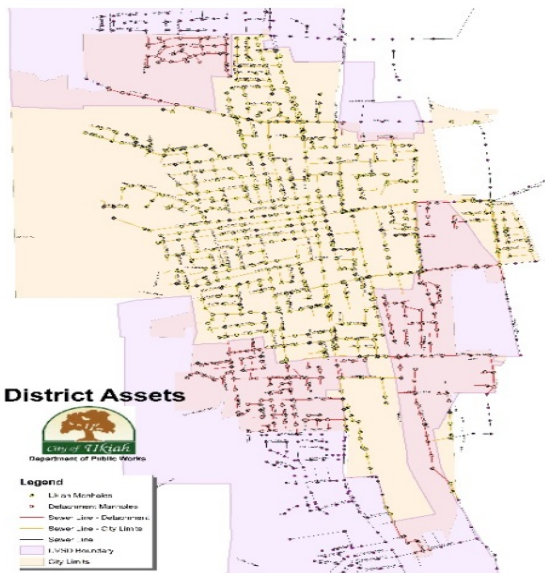
Project Description: Continued litigation with the Ukiah Valley Sanitation District in regards to the pending lawsuit filed against the City.

FY 2015/2016



UVSD Detachment EIR

Attachment 1



Estimated Project Costs For FY 2016	\$125,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		\$125,000					\$125,000

Project Description: Costs related to detaching the Ukiah Valley Sanitation District from within the City Limits.

FY 2015/2016



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WATER

CAPITAL BUDGET FISCAL YEAR 2015-2016



Capital Projects – Water

Attachment 1

Capital Items:

\$4,430,000

Funding Sources Available:

Water Capital Improvement Project (Fund 822)	\$4,167,500
Prop 84 Grant (Fund 607)	\$ 125,000
Millview County Water District (Fund 607)	\$ 31,250
Willow Water District (Fund 607)	\$ 31,250
Equipment Reserve (Fund 220)	
22000000.38820-Water	<u>\$ 75,000</u>
Total Funding Sources	\$4,430,000

(Continued)



Capital Projects – Water

Capital Items: (continued)

Summary of Water Capital Projects:

Additional Pipeline Improvements	\$450,000
Develop New Well #4	\$1,400,000
Replace 100,000 Gallon PZ2s Reservoir	\$300,000
Millview/Ukiah Intertie	\$125,000
Willow/Ukiah Intertie	\$125,000
Well #9	\$1,500,000
Connect Chlorine at WTP	\$200,000
Air compressor	\$15,000
Service Truck – WTP	\$45,000
Water Meter Replacement	\$40,000
Portion of Service Truck (50% Wastewater Fund) Total \$60,000	\$30,000
Vactor replacement (50% Wastewater Fund) Total \$400,000	\$200,000



Additional Pipeline Improvements

Attachment 1



Estimated Project Costs For FY 2016	\$450,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$450,000	\$700,000				\$700,000

Project Description: Replace water mains due to repeated breaks, age or type of material on Luce, Observatory, and Washington Reconstruction.

FY 2015/2016



Develop New Well #4

Attachment 1



Estimated Project Costs For FY 2016	\$1,400,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$1,400,000					\$1,400,000

Project Description: Abandon existing Water Well #4 and drill a new water well and install a monitoring well on the existing site; Total \$1,900,000 (\$500,000 scheduled for FY 2015).

FY 2015/2016



Replace 100,000 Gallon PZ2s Reservoir

Attachment 1



Estimated Project Costs For FY 2016	\$300,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$300,000	\$700,000				\$1,000,000

Project Description: Replace the existing 100,000 gallon reservoir at Pressure Zone 2 with a new reservoir.

FY 2015/2016



Millview/Ukiah Intertie

Attachment 1



Estimated Project Costs For FY 2016	\$125,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital(Fund 822)		\$31,250					\$31,250
Prop 84 Grant(Fund 607)		\$62,500					\$62,500
Millview (Fund 607)		<u>\$31,250</u>					<u>\$31,250</u>
Total		\$125,000					\$125,000

Project Description: Construct and upgrade existing intertie. This project will be partially funded with grant funds awarded through Prop 84.

FY 2015/2016



Willow/Ukiah intertie

Attachment 1



Estimated Project Costs For FY 2016	\$125,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital(Fund 822)		\$31,250					\$31,250
Prop 84 Grant(Fund 607)		\$62,500					\$62,500
Willow(Fund 607)		<u>\$31,250</u>					<u>\$31,250</u>
Total		\$125,000					\$125,000

Project Description: Construct and upgrade existing intertie. This project will be partially funded with grant funds awarded through Prop 84.

FY 2015/2016



Well #9

Attachment 1



Estimated Project Costs For FY 2016	\$1,500,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$1,500,000					\$1,500,000

Project Description: Drill new Water Well #9. A portion of this project will be funded through grant funds received through Prop 84.

FY 2015/2016



Connect Chlorine at WTP

Attachment 1



Estimated Project Costs For FY 2016	\$200,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital(Fund 822)		\$200,000					\$200,000

Project Description: Design and construct sodium hypochlorite facilities to replace the chlorine gas system at the Water Treatment Plant.

FY 2015/2016



Air Compressor

Attachment 1



Estimated Project Costs For FY 2016	\$15,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$15,000					\$15,000

Project Description: Purchase a new portable air compressor for the Water/Sewer Operations Division (50% Wastewater); Total \$30,000.

FY 2015/2016



Service Truck - WTP

Attachment 1



Estimated Project Costs For FY 2016	\$45,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		\$45,000					\$45,000

Project Description: Replace Service truck at the Water Treatment Plant.

FY 2015/2016



Water Meter Replacement

Attachment 1



Estimated Project Costs For FY 2016	\$40,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$40,000	\$1,000,000	\$1,250,000	\$2,210,000		\$4,500,000

Project Description: Replace and upgrade various water meters that have failed or are past their useful life.

FY 2015/2016



Portion of Service Truck (50% Wastewater Fund)

Attachment 1



Estimated Project Costs For FY 2016	\$30,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve(Fund 220)		\$30,000					\$30,000

Project Description: Purchase new service truck for the Water/Sewer Operations Division (50% Wastewater) ;Total \$60,000.

FY 2015/2016



Vactor Replacement (50% Wastewater Fund)

Attachment 1



Estimated Project Costs For FY 2016	\$200,000
Status	

Funding Source							
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		\$200,000					\$200,000

Project Description: Replace an existing Vactor truck with a new one due to CARB emission requirements and age (50% Wastewater); Total \$400,000.

FY 2015/2016



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APPENDIX

FLEET VEHICLE JUSTIFICATIONS

CAPITAL BUDGET FISCAL YEAR 2015-2016





Proposed Vehicle: 2016 Freightliner 6x4 with an Altec Boom and Body

Department: Electric Utility

Area of use: Construction

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used for heavy overhead and underground line construction, wood pole transport and installation, pole removal and emergency response.

Due to California Air Resources Board (CARB) restrictions, the existing truck is limited to an average of 150 operating hours per year and is being used for emergency response only. Average truck usage is between 700 and 1100 hours per year.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is a 1987 Ford F800 Digger Derrick, #2121, with 17,000 miles.

Funding: Electric Capital (fund 801)

Estimated value: \$3,500

Currently the vehicle does not comply with CARB standards for daily/weekly construction activities.

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 fair to poor mechanical condition.

Maintenance Costs: For the past year this vehicle has incurred approximately \$7,500 in maintenance costs.

Out of Service Time: This vehicle was out of service for 25 hours over the past fiscal year.

Parts Availability: Parts are no longer available from the factory.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2016 Freightliner 6x4 with Altec Boom and Body

COST - \$380,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS

This purchase will comply with CARB regulations.



Proposed Vehicle: 2016 Sport Utility Vehicle (SUV), Hybrid or Electric

Department: Electric Utility

Area of use: Engineering & Administration Staff

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for engineering and administrative staff to perform site inspections for engineering and construction projects. The SUV will provide additional passenger capacity and will reduce the need to dispatch crews resulting in a cost reduction.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

A small cab 1990 Isuzu pick up, #3241 with 107,000 miles.

Funding Source: Electric Capital (fund 801)

Estimated Value: \$2,500

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 good to poor condition.

Maintenance Costs: Estimated at \$740 per year.

Out of Service Time: This vehicle was out of service for 1 day over the past fiscal year.

Parts Availability: Parts are no longer available from the factory.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2016 Sport Utility Vehicle (SUV), Hybrid or Electric
COST - \$40,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

The proposed vehicle will be either a hybrid or an electric vehicle.

4.2 CARB STANDARDS

CARB STANDARDS

This purchase will comply with all CARB standards.



Proposed Vehicle: 2016 One Ton Crew Cab Truck with Electric Material Hauling Racks and Service Body

Department: Electric Utility

Area of use: Construction

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will replace a 1997 ¾ ton truck used for personnel and material transport. This vehicle is at the end of its useful life and has limited ability to transport materials. The Department is in need of a multi-purpose equipment and material transport truck that will improve crew efficiency. Lower costs can be achieved with the added ability of line construction material storage and the ability to transport poles and transformers. Additional personnel can be carried eliminating the need for additional vehicles.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #3711, a 1997 2500 GMC service truck with 109,000 miles on it.

Funding: Electric Capital (fund 801)

Estimated Value: \$2,500

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 fair condition.

Maintenance Costs: For the past year this vehicle has incurred approximately \$1,247 in maintenance costs.

Out of Service Time: Four days in the last fiscal year.

Parts Availability: Parts are no longer available from the factory.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.
--

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications
--

2016 One ton crew cab truck with electric material hauling racks and service body COST - \$75,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability
--

Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS

The purchase will comply with all CARB regulations.



Proposed Vehicle: 2016 3/4 Ton Super Cab Truck with Electric Material Hauling Racks and Service Body

Department: Electric Utility

Area of use: Construction and Maintenance

Prepared by: Diann Lucchetti

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle is assigned to hydro and substation operations and is used for after-hours emergency response and daily construction maintenance activities. Maintenance tools, test equipment and plant drawings will be commonly stored on this truck.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #3712, a 2003 Ford F250 service truck with 79,000 miles on it.

Funding: Electric Capital (fund 801)

Estimated Value: \$4,000

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 fair condition except for the service body which is in unacceptable condition due to water leaks that have been unreparable since purchase.

Maintenance Costs: For the past year this vehicle has incurred approximately \$1,025 in maintenance costs.

Out of Service Time: This vehicle was out of service for 13 hours over the last fiscal year.

Parts Availability: Parts are no longer available from the factory.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2016 ¾ ton super cab truck with electric material hauling racks and service body.
COST - \$40,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Alternative fueled vehicles for this type of use are not readily available.

4.2 CARB STANDARDS

CARB STANDARDS

The purchase will comply with all CARB regulations.



Proposed Vehicle: Ford F-450, 1 Ton, 2WD Truck

Department: Public Works

Area of use: Garage Division

Prepared by: Jarod Thiele, PW Project Analyst and Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all operations of the Municipal Garage as well as pulling motors at the Wastewater Treatment Plant.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is city vehicle #2631, a 1996 Ford F450 with service body. The service bed on this service truck is a 1978 model. This vehicle is in fair to poor condition.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$4,500

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 fair to poor mechanical condition.

Maintenance Costs: For the past year this vehicle has incurred approximately \$3,000 in parts and labor costs.

Out of Service Time: This vehicle was out of service for one day over the past fiscal year.

Parts Availability: Yes, some parts are available from the factory.

Associated Safety Issues: The crane was manufactured in 1978 and is in poor condition and is currently not safe to operate.

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 vehicles in the city fleet available to replace this vehicle.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-450, 1 ton, 2WD pickup with Scelzi Mechanic bed, 3,000 lb crane, Miller Trailblazer 302 welder/generator/compressor or equal.

COST - \$100,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle such as CNG is not recommended due to the amount of time it is used for maintenance of the Waste Water Treatment Plant. A CNG fuelled vehicle would require a rapid fill CNG fueling station. The added expense of constructing a CNG fueling station is not economically feasible at this time.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.



Replace Toro Groundmaster 4000D Justification

Proposed Vehicle: Toro Grounds Master, Commercial Zero Turn Radius Mower

Department: Parks

Area of use: Throughout the City of Ukiah

Prepared by: Jarrod Meyer

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

The proposed replacement mower will be used on a weekly basis to mow turf areas and prep sports and recreation areas.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The current mower, city vehicle #5401, is a 2001 Toro Grounds Master 4000D with 2513 hours.

Funding: unfunded

Estimated Value: \$1,500 with current CARB regulations and condition.

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: The mower is in need of multiple repairs. The mower decks need replacing or extensive fabrication work from over use; the electrical system is worn out causing multiple call outs from the city garage to repair in the field; hydraulic deck rams need replacing or rebuilding; the cooling system has problems causing extended mow times in order to allow for cooling of engine; does not comply with current CARB regulations resulting in limited amount of hours allowed of use per year.

Maintenance Costs: This mower has had numerous repairs in its life, with a total repair cost of \$1,756.51 over the last reported three years.

Out of Service Time: This mower spends a substantial time out of service.

Parts Availability: Yes, most parts are available from dealer.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

None known

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2015 commercial zero turning radius, rear discharge mower with a minimum 72 inch wide mower deck and complies with current CARB standards. This mower will be used an estimated 250 hours per year depending on weather. Staff estimates the useful life to be 8 to 10 years

COST - \$25,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Some available at a higher cost.

4.2 CARB STANDARDS

CARB STANDARDS

The proposed mower will comply with current off road, low horse power CARB standards.



Replace Dodge Utility $\frac{3}{4}$ Ton with Lift Gate Justification

Proposed Vehicle: New Single Rear Wheeled 1 Ton Service Truck

Department: Parks

Area of use: Throughout the City of Ukiah

Prepared by: Jarrod Meyer

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

The proposed vehicle will be used on a daily basis to haul trimmings, prunings, dirt, rock, sand, etc. as well as tow equipment to work sites. This truck will also be used during public events and other general City service needs.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The current city vehicle #3731 is a 1989 Dodge D200 that has outlived its normal life expectancy with 112,381 miles.

Funding: unfunded

Estimated Value: \$1,500 or less.

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: The existing vehicle spends various times out of use due to needed repairs. The passenger door needs to be replaced to open properly, the transmission slips, the door and window seals leak allowing rain water to enter the cabin, the utility bed doors do not latch shut properly causing tools and supplies to be exposed to elements, rusting and deteriorating, as well as the possibility of the doors coming open and contents spilling out in the roadway.

Maintenance Costs: This vehicle has had normal maintenance costs throughout its life, with minimal unexpected repairs. City garage staff estimates, from recent repair records, the service cost of this vehicle to be \$1.00 per mile for the last 10,000 miles.

Out of Service Time: This truck spent various times out of service including 8 times in the last 10,000 miles for various repairs with shop time at 45 hours

Parts Availability: Yes, mechanical parts available from parts stores, other parts only available from wrecking yards.

Associated Safety Issues: Cabin doors do not open properly. Utility bed doors do not latch closed properly.

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

2015 single rear wheeled 1 ton service truck, Dodge D200. This replacement vehicle will be used an estimated amount of 6,000 to 8,000 miles per year. The estimated useful life for this vehicle is 15 years or more.

COST - \$40,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Some available at a higher cost.

4.2 CARB STANDARDS

CARB STANDARDS

This truck is a gasoline engine and meets the current California smog standards.



Proposed Vehicle: Police Patrol Car #1

Department: Police

Area of use: Patrol

Prepared by: Chris Dewey

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle is needed for daily police patrol operations.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #4146, a 2007 Ford Crown Victoria with 97454 miles on the odometer. This vehicle is in poor condition.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$2,000

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: These police vehicles have significant mileage of high demand police activities. After 100,000 miles, police vehicles begin to suffer from cracked frames and other significant structural issues.

Maintenance Costs: Vehicle maintenance records indicate the department has spent \$17,992.45 in parts and labor, maintaining vehicle #4146 over the life of the vehicle

Out of Service Time: City vehicle #4146 was out of service a total of 2791.5 hours.

Parts Availability: Yes, most parts are still available for this model year. However, the Crown Victoria Police Interceptor is no longer in production.

Associated Safety Issues: If sold at auction, potential buyers should be

made aware of the age and mileage.

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 other vehicles in the city fleet available for use as police patrol vehicles.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

Police pursuit rated vehicles are tested and certified in California at the Riverside Sheriff's Office proving grounds, and at the Michigan State Police proving grounds. Certified emergency response vehicles include a number of additional safety measures to protect occupants in emergency response situations. The proposed vehicle is a Ford Police Interceptor.

COST - \$60,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Staff continues to research the feasibility of deploying alternative fuel marked patrol vehicles. While many alternative fuel vehicles are now available, their deployment as an emergency response vehicle is not yet practical.

Ford has recently developed this vehicle for use with E85 Bio-Fuel, which if offered in our area, may serve as an alternative in the future.

4.2 CARB STANDARDS

CARB STANDARDS

CARB regulations do not apply to this purchase.



Proposed Vehicle: Police Patrol Car #2

Department: Police

Area of use: Patrol

Prepared by: Chris Dewey

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle is needed for daily police patrol operations.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #4114, a 2005 Ford Crown Victoria with 95951 miles on the odometer. This vehicle is in fair to poor condition.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$2,000

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: These police vehicles have significant mileage of high demand police activities. After 100,000 miles, police vehicles begin to suffer from cracked frames and other significant structural issues.

Maintenance Costs: Vehicle maintenance records indicate the department has spent \$6,516.32 in parts and labor, maintaining vehicle #4114 over the life of the vehicle

Out of Service Time: City vehicle #4114 was out of service a total of 692.5 hours.

Parts Availability: Yes, most parts are still available for this model year. However, the Crown Victoria Police Interceptor is no longer in production.

Associated Safety Issues: If sold at auction, potential buyers should be

made aware of the age and mileage.

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 other vehicles in the city fleet available for use as police patrol vehicles.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

Police pursuit rated vehicles are tested and certified in California at the Riverside Sheriff's Office proving grounds, and at the Michigan State Police proving grounds. Certified emergency response vehicles include a number of additional safety measures to protect occupants in emergency response situations. The proposed vehicle is a Ford Police Interceptor.

COST - \$60,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Staff continues to research the feasibility of deploying alternative fuel marked patrol vehicles. While many alternative fuel vehicles are now available, their deployment as an emergency response vehicle is not yet practical.

Ford has recently developed this vehicle for use with E85 Bio-Fuel, which if offered in our area, may serve as an alternative in the future.

4.2 CARB STANDARDS

CARB STANDARDS

CARB regulations do not apply to this purchase.



Replace Street Sweeper Justification

Proposed Vehicle: Elgin Crosswind J Sweeper, John Deere Tier 4 Final 4045TF150, Turbocharged 115 Horsepower Diesel Engine, 8.0 Cubic Yard Hopper, Right and Left Trailing Arm Side Brooms, Painted Elgin Standard White with Gray Undercarriage. Mounted on a 2016 Freightliner M2 Factory Dualized Chassis with 2015 compliant Emissions and Air Conditioning.

Department: Public Works

Area of use: Streets Division

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for sweeping of all City streets as mandated by the City's Storm Water Permit.

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. This vehicle is in fair to poor condition and currently has 5,000 hours on it. This unit cannot be operated as the CNG fueling station is out of service. The CNG fueling station requires over \$10,000 in repairs every 3 to 4 years for rebuilding the CNG pumps.

Funding: Special Project Reserve (fund 251) = \$33,049;
unfunded = \$206,951

Estimated Value: \$35,000.

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 fair to poor mechanical condition. Currently this vehicle is in need of a rebuilt fueling station as well as repairs to the hopper and sweeper heads.

Maintenance Costs: During the past year, this vehicle has incurred over

\$20,000 in parts and labor costs.

Out of Service Time: This vehicle has been out of service for 5 months due to repairs needed to the CNG fueling station. The pumps on the station have to be replaced every 3 to 4 years at a cost of over \$10,000.

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.

None

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One (1) new Elgin Crosswind J Sweeper - John Deere Tier 4 Final 4045TF150 Turbocharged 115 Horsepower Diesel engine, 8.0 Cubic Yard Hopper, Right and Left Trailing Arm Side Brooms, Painted Elgin Standard White with Gray Undercarriage. Mounted on an 2016 Freightliner M2. Factory Dualized Chassis with 2013 Emissions and Air Conditioning.

COST - \$240,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

The current unit is an alternative fueled unit which 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

The proposed vehicle will comply with all current CARB standards.



Proposed Vehicle: 2017 Freightliner 114SD 4X2 with Cummins ISL 370 HP Engine, Allison 3000 RDS Transmission, 10-Cubic Yard Capacity, Single Engine Dual Stage Fan unit with 1,000 Gallons Water Capacity, or equal

Department: Public Works

Area of use: Water and Sewer Operations Division

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all of the Water and Sewer Division maintenance of the water distribution and wastewater collection systems.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is #2514. It was purchased in 2000. Currently it has 8,000 hours on it. This vehicle is in fair to poor condition, however, there is a large amount of repairs needed.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$45,000.

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 fair to poor mechanical condition. Currently this vehicle is in need of a new Heui injection system on the main engine and fan blower assembly. The estimated cost of these repairs is \$20,000.

Maintenance Costs: For the past year this vehicle has incurred approximately \$11,000 in parts and labor costs.

Out of Service Time: This vehicle was out of service for 71 hours over the last fiscal year. In addition, this vehicle will be used minimally after the end of 2015 due to diesel emission requirements. In order for it to comply with

California Air Resources Board (CARB) standards, it would cost approximately \$150,000 to re-power both engines in addition to the repairs mentioned above.

Parts Availability: Yes, most parts are available from the factory.

Associated Safety Issues: None

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

This vehicle will have to be sold out of state as it will not comply with CARB emissions standards.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

10-Cubic Yard Capacity, Single Engine Dual Stage Fan unit with 1000 Gallons of Water, mounted on a 2016 Freightliner 114SD 4X2 with Cummins ISL 370 HP Engine, Allison 3000 RDS Transmission, or equal.

COST - \$400,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

Alternative fueled vehicles for this type of use are not available.

4.2 CARB STANDARDS

CARB STANDARDS

The purchase will comply with all CARB regulations.



Proposed Vehicle: One new 2015 Ford F-150 2WD, Super Cab Pickup or equal

Department: Public Works

Area of use: Wastewater Treatment Plant (WWTP)

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for maintenance at the Wastewater Treatment Plant.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is city vehicle #3725, a 2001 Dodge Ram 1500 pickup. Currently it has 130,000 miles on it. This vehicle is in poor condition.

Funding: Sewer Capital (fund 844)

Estimated Value: \$1,000.

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. It needs to be replaced with a reliable vehicle for daily maintenance use at the WWTP.

Maintenance Costs: For the past year this vehicle has incurred over \$3,000 in parts and labor costs.

Out of Service Time: This vehicle was out of service for 36 hours over the last fiscal year.

Parts Availability: Yes, most parts are available from the factory.

Associated Safety Issues: None

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 vehicles in the city fleet available for use as a permanent replacement.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-150 2WD, Super Cab Pickup or equal
COST - \$30,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle such as CNG is not recommended due to the amount of time it is used for maintenance of the Waste Water Treatment Plant. A CNG fuelled vehicle would require a rapid fill CNG fueling station. The added expense of constructing a CNG fueling station is not economically feasible at this time.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.



Water & Sewer Service Truck Justification

Proposed Vehicle: One new 2015 Ford F-350, 1 ton, 2WD pickup with Scelzi Service bed or equal

Department: Public Works

Area of use: Water and Sewer Operations Division

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all operations of the Water and Sewer Operations Division.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

This truck will be an addition to the fleet and is needed for all operations of the Water and Sewer Division as well as serve to as the on-call truck.

Funding: Sewer Capital (fund 844) = \$30,000;
Equipment Reserve (fund 220) = \$30,000

Estimated Value: N/A

2.2 Maintenance Costs

Overall Condition, Maintenance Costs, Out of Service Time, Parts Availability, and Associated Safety Issues

Overall Mechanical Condition: N/A

Maintenance Costs: N/A

Out of Service Time: N/A

Parts Availability: N/A

Associated Safety Issues: N/A

2.3 Shared Resources

Define any Resources Currently Available within the City of Ukiah Fleet which could be Utilized for this Purpose.

N/A

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-350, 1 ton, 2WD pickup with Scelzi service bed, or equal.
COST - \$60,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle is not recommended.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.



Proposed Vehicle: One new 2015 Ford F-250, 3/4 ton, 2WD pickup with Scelzi service bed and lift gate or equal

Department: Public Works

Area of use: Water Treatment Plant

Prepared by: Jarod Thiele, PW Project Analyst & Dave Kirch, Senior Equipment Mechanic

1 VEHICLE PURPOSE

Need for Vehicle within Department Fleet

This vehicle will be used daily for all operations at the Water Treatment Plant, wells, booster station and reservoirs.

2 REPLACEMENT JUSTIFICATION

2.1 Current Vehicle

Description, Mileage, Funding Source and Market Value

The vehicle being replaced is city vehicle #3745, a 2001 Dodge Ram BR2500. Currently it has 148,000 miles on it. This vehicle is in fair to poor condition.

Funding: Equipment Reserve (fund 220)

Estimated Value: \$2,000

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 fair to poor mechanical condition. Currently, the engine is leaking oil.

Maintenance Costs: For the past year, this vehicle has incurred approximately \$1,500 in parts and labor costs.

Out of Service Time: Normal out-of-service time for a vehicle of this age.

Parts Availability: Yes, most parts are available from the factory.

Associated Safety Issues: None

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 other available vehicles which could be used.

3 PROPOSED VEHICLE SPECIFICATIONS

Proposed Vehicle Specifications

One new 2015 Ford F-250 2WD pickup with Scelzi service bed and lift gate or equal.
COST - \$45,000

4 ALTERNATIVE FUEL AND CARB REGULATIONS

4.1 Alternative Fuels Availability

Proposed Vehicle Alternative Fuels Availability

An alternative fueled vehicle is not recommended.

4.2 CARB STANDARDS

CARB STANDARDS

This vehicle is exempt from CARB standards.



AGENDA SUMMARY REPORT

SUBJECT: Review and Consideration of Budget Development Schedule, Fiscal Year 2017-18

DEPARTMENT: Finance

PREPARED BY: Daniel Buffalo

ATTACHMENTS:

[Attachment 1 - Budget Schedule](#)

Summary: Review and consideration of budget development schedule for fiscal year 2018-19, including proposed budget hearing dates.

Background: Continued review of budget development schedule (Attachment #1).

Discussion: Staff requests Council input on remaining elements of budget development schedule for 2018-19, including its desire for scheduled hearings. Staff recommends scheduling four public hearings beginning June 6, 2018. The first meeting on June 6 would begin at 4:00 PM, the second meeting on June 11 would begin at 4:00 PM, the third on June 12 at 4:00 PM, and the fourth on June 20 at 6:00 PM.

RECOMMENDED ACTION: Review and consideration of the budget development schedule for 2017-18.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

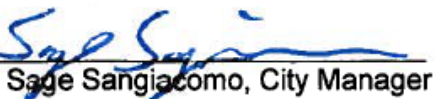
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager; Daphine Harris, Management Analyst - Finance; Mary Horger, Procurement Manager

Approved: _____


Sage Sangiacomo, City Manager

Budget Development Schedule

Fiscal Year: 2018-19

Activity	Tasks	Start Date	Completion Date
Budget ad hoc committee	Discussion of Capital Improvement Plan - budget format and key elements	September	May
Department initiation - UVFD - UVSD	- Schedule budget meetings with Departments - Distribute budget instructions memo - Distribute budget workbooks - Begin budget planning	February	February 28
Budget training – Munis Central Budget	Computer Lab – Set up in Conference Room 3 for budget entry training/ refresher	February 13	February 13
City Council budget priority/goal setting workshop	- Receive council/community communication - Discuss priorities for the fiscal year - Discuss capital and special projects - Discuss goals and objectives	March 12	March 12
Preliminary Budget Meetings - UVFD - UVSD	First-round budget meetings with Departments and CM/Finance	March 12	March 30
City Manager review of budget requests	- Review appropriation requests - Meet with Finance for discussion/analysis - Finance to conduct preliminary revenue forecasts for all major funds	March 12	April 6
Reconciled Budget Meetings with City Manager - UVFD - UVSD	Second-round budget meetings with Departments and CM/Finance Discussion of appropriation requests - Finalize initial appropriation requests	April 2	April 13
City Council budget priority/goal setting workshop	- Receive council/community communication - Discuss priorities for the fiscal year - Discuss capital and special projects - Discuss goals and objectives	April 16	April 17
Receipt of supplemental appropriation requests	Last opportunity for DH to make appropriation request changes prior to Council hearings	May	May 31
Finalize Draft Budget Document	- Finalize revenue estimates - Complete special revenue funds and trust/agency funds - Circulate for review/edits	May	May 31
Budget Training w/ Council	- CIP Budget 101 - Discussion of format - Review of Cost Allocation Plan	May 16	
First Budget Hearing with Council (special meeting/workshop)	- Overview presentation of budget proposal - Discussion of changes from prior year - Take questions and requests from Council	June 6	
Second Budget Hearing with Council	- Department presentation - Discussion and Q&A - Take requests and revisions	June 11	
Public Hearing w/ Council – Adoption of either final or tentative	- Final Q&A - Adoption – tentative or final	June 20	
Final Budget workshop and hearing, if necessary	- Final Q&A - Adoption/continuation of 17/18 budget	June 28 (If necessary)	



AGENDA SUMMARY REPORT

SUBJECT: Receive Updates on City Council Committee and Ad Hoc Assignments.

DEPARTMENT: Administration

PREPARED BY: Kristine Lawler

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

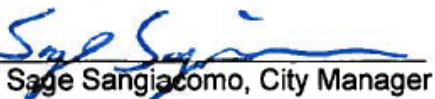
PROPOSED BUDGET AMOUNT: N/A

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