

CITY OF UKIAH  
CITY COUNCIL MINUTES  
Regular Meeting  
CIVIC CENTER COUNCIL CHAMBERS  
300 Seminary Avenue  
Ukiah, CA 95482  
January 4, 2017  
6:00 p.m.

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1. **ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

Ukiah City Council met at a Regular Meeting on January 4, 2017, having been legally noticed on December 29, 2016. Mayor Brown called the meeting to order at 6:02 p.m. Roll was taken with the following **Councilmembers Present:** Stephen G. Scalmanini, Douglas F. Crane, Maureen Mulheren, Kevin Doble, and Jim O. Brown. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Ashley Cocco, Deputy City Clerk.

*MAYOR BROWN PRESIDING.*

3. **PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS**

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

**Presenters:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Sean White, Water/Sewer Utilities Director.

**Public Comment:** Don Crawford.

Report was received.

b. **Presentation of Mobile Application "My Ukiah" – Administration.**

**Presenters:** Shannon Riley, Senior Management Analyst and Jarod Thiele, Public Works Management Analyst.

Presentation was received.

4. **PETITIONS AND COMMUNICATIONS**

5. **APPROVAL OF MINUTES**

a. **Minutes of December 7, 2016, a Regular Meeting.**

**Motion/Second:** Mulheren/Doble to approve Minutes of December 7, 2016, a Regular Meeting as submitted. Motion **carried** by the following roll call votes: **AYES:** Scalmanini, Crane, Mulheren, Doble, and Brown. **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

6. **RIGHT TO APPEAL DECISION**

7. **CONSENT CALENDAR**

a. **Report of Disbursements for the Month of November - Finance.**

- b. Report to City Council Regarding the Contract (COU No. 1516-167) for Professional Services with the North Bay Professional Officials Association for Adult Basketball Referees – *Community Services*.
- c. Adoption of Resolution (2017-01) Approving the Nominations and Appointments of Donovan Albright and Mark Ashiku to the Airport Commission – *City Clerk*.
- d. Adoption of Resolution (2017-02) Authorizing City Manager to Execute Agreements with the State Board of Equalization for Implementation of a Local Transactions and Use Tax – *City Clerk*.
- e. Adoption of Resolution (2017-03) Authorizing City Manager and/or Finance Director to Designate City Officers or Employees to Represent the City to Examine Transactions (Sales) and Use Tax Records of the State Board of Equalization Pertaining to the City – *City Clerk*.
- f. Award of Contract (COU No. 1617-153) to David Bigler Associates for Development of Water Conservation Methods for the Todd Grove Recreation Area in an Amount Not to Exceed \$61,910 – *Community Services*.
- g. Adoption of Resolution (2017-04) Approving the City of Ukiah's Qualified Contractors List for 2017 – *City Clerk*.
- h. Approve Notice of Completion for Cupples and Sons Construction Inc. for Grace Hudson Outdoor Classroom and Boardwalk, Spec. No. 15-16, Funded by Prop 84 Nature Education Facility Grant – *Community Services*.
- i. Adoption of Resolution (2017-05) Restoring the 10% Salary Reduction Taken by the City Council and Bringing the Council Compensation Back to \$490 per Month, Retroactive to July 1, 2016, per the Adopted FY 2016-17 Budget – *City Clerk*.

**Motion/Second:** Doble/Scalmanini to approve Consent Calendar Items 7a-i, as submitted. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. 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 David Rapport, City Attorney.

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

**12. UNFINISHED BUSINESS**

- a. **Receive Technical Memo for the Basis of Design for the Pressure Zone Two South Reservoir – *Public Works*.**

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

Report was received.

**b. Authorize the City Manager to Decline Renewal of the City's Agreement with the Russian River Flood Control District for 800 Acre Feet of Water per Year – Public Works.**

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

**Public Comment:** Frank McMichael.

**Council Consensus** directs Staff to schedule a Council Workshop to discuss water including water sources, uses, and long term planning. Agenda item continued to a date uncertain.

**c. Resolve Bid Protest Received for Specification No. 16-06 North State Street Intersection – Low Gap Road/Brush Street, Storm Drain and Signalization Improvements Project, and Make Final Award Recommendation – Public Works.**

**Presenters:** Mary Horger, Procurement Manager and Tim Eriksen, Public Works Director.

**Motion/Second:** Crane/Doble to reverse the decision to waive the irregularity for the Argonaut bid on Specification No. 16-06 North State Street Intersection – Low Gap Road/Brush Street, Storm Drain and Signalization Improvements Project; and to reject all three bids based on bid irregularities and rebid the project. Motion **carried** by the following roll call votes: AYES: Crane, Mulheren, Doble, and Brown. NOES: Scalmanini. ABSENT: None. ABSTAIN: None.

**13. NEW BUSINESS**

**a. Discussion and Appointments Regarding 2017 Council Assignments, and Consideration of Disbandments and Modifications to City Council Committees and Ad Hocs – City Clerk.**

**Presenter:** Mayor Brown.

**Public Comment:** Joaquin Blanco.

**Council Consensus** to assign Councilmember Mulheren to the Library Advisory Board.

**Motion/Second:** Doble/Crane to move the disbandment of the following ad hocs:

- Oversight Review of Public Works Work and Process in Relation to Calvert and Willow Project
- Sales Tax Measure for Street Improvements
- Five Year Rate Review Process – Solid Waste
- Local Preference Purchasing Policy
- *County of Mendocino v. Solid Wastes Systems* – Case No. SCU-K-CVG-11-59459

And the creation of the following ad hocs:

- Public Works' project specification development and standards, bid processes, and project management and reporting with Vice Mayor Doble and Councilmember Crane assigned
- Sanctuary City – with Mayor Brown and Councilmember Scalmanini assigned.

Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

*NOTE: Clerk will attach copy of finalized 2017 Council Assignments and Ad Hoc Committee List to the January 4, 2017, minutes for recordation, per recommended action.*

CITY COUNCIL DID NOT ADJOURN TO CLOSED SESSION.

**14. CLOSED SESSION**

**a. Conference with Legal Counsel – Anticipated Litigation**

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

**b. Conference with Legal Counsel – Existing Litigation**

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

Name of case: *City of Ukiah v. Questex, LTD, et al*, Mendocino County Superior Court, Case No. SCUK- CVPT-15-66036

**c. Conference with Legal Counsel – Existing Litigation**

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

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

**d. Conference with Legal Counsel – Existing Litigation**

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

Name of case: *County of Mendocino v. Solid Waste System, Inc. et al.*, Mendocino County Superior Court, Case No. SCUK-CVG-11-59459

**e. Conference with Legal Counsel – Existing Litigation**

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

Name of case: *Ukiah Citizens for Safety First v. City of Ukiah*, Mendocino County Superior Court, Case No. SCUKCVPT 14-63579

**f. Conference with Real Property Negotiators**

(Cal. Gov't Code Section 54956.8)

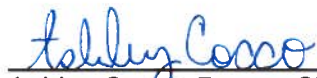
Property: 429 South Dora St. Ukiah, CA 95482

Negotiator: Sage Sangiacomo, City Manager

Negotiating Parties: City of Ukiah and Ukiah Unified School District

**15. ADJOURNMENT**

There being no further business, the meeting adjourned at 8:19 p.m.



Ashley Cocco, Deputy City Clerk

## 2017 COUNCIL ASSIGNMENTS

| COUNTY/REGIONAL<br>OnGoing One + Alternate           | MTG DATE/TIME                                          | MEETING<br>LOCATION                                                 | MAILING<br>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 Rd., Ukiah               | Executive Director<br>367 N. State Street, Ste. 206<br>Ukiah, CA 95482<br>463-1859                                   | Plan and allocate State funding, transportation, infrastructure and project County wide.                          | Scalmanini<br>Brown - Alternate                                                                                                          | Rick Seanor, Deputy Director of Public Works; 463-6296 <a href="mailto:rseanor@cityofukiah.com">rseanor@cityofukiah.com</a>                                                                                                                                                            |
| Mendocino County Inland Water and Power Commission   | 2nd Thursday of month, 7:00 p.m.                       | Civic Center 300<br>Seminary Ave. Conf. Room 5                      | IWPC Staff<br>P.O. Box 1247<br>Ukiah, CA 95482<br>391-7574 - Candace Horsley                                         | Develops coordination for water resources and current water rights: Potter Valley project - Eel River Diversion   | Doble<br>Brown - Alternate                                                                                                               | Sean White, Water/Sewer Director; 463-5712 <a href="mailto:swhite@cityofukiah.com">swhite@cityofukiah.com</a>                                                                                                                                                                          |
| Mendocino Solid Waste Mgmt. Authority (MSWMA)        | 3rd Thur. of every other month (varies) 10:00 a.m.     | Willits Council Chambers                                            | Solid Waste Director<br>3200 Taylor Dr.<br>Ukiah, CA 95482<br>468-9710                                               | County-wide Solid Waste JPA                                                                                       | Brown<br>Doble - Alternate                                                                                                               | Tim Eriksen, Public Works Director/City Engineer; 463-6280 <a href="mailto:teriksen@cityofukiah.com">teriksen@cityofukiah.com</a>                                                                                                                                                      |
| Mendocino Transit Authority (MTA) Board of Directors | Last Wednesday of month, 1:30 p.m.                     | Alternating locations - Ukiah Conf. Ctr. Or Fl. Bragg, or Pt. Arena | Executive Director<br>241 Plant Road<br>Ukiah, CA 95482<br>462-1422                                                  | County-wide bus transpiration issues and funding                                                                  | Mulheren<br>Brown - Alternate                                                                                                            | Tim Eriksen, Public Works Director/City Engineer; 463-6280 <a href="mailto:teriksen@cityofukiah.com">teriksen@cityofukiah.com</a>                                                                                                                                                      |
| North Coast Rail Authority (NCRA)                    | 2nd Wednesday of month, 10:30 a.m.                     | Various Locations - announced                                       | 419 Talmage Road, Suite M<br>Ukiah CA 95482<br>463-3280                                                              | Provides a unified & revitalized rail infrastructure meeting the freight and passenger needs of the region        | The City Selection Committee (composed of Mayors within the County) has filled the open seat with a Willits representative at this time. | Shannon Riley, Senior Mgmt Analyst; 467-5793 <a href="mailto:sriley@cityofukiah.com">sriley@cityofukiah.com</a>                                                                                                                                                                        |
| Russian River Watershed Association                  | 4th Thursday of month, 9:00 a.m. (only 5 times a year) | Windsor Town Hall                                                   | Russian River Watershed Association<br>Attn: Daria Isupov<br>425 South Main St., Sebastopol, CA 95472<br>888-4857    | Consider issues related to Russian river - plans projects and funding requests                                    | Doble<br>Brown - Alternate                                                                                                               | Sean White, Water/Sewer Director; 463-5712 <a href="mailto:swhite@cityofukiah.com">swhite@cityofukiah.com</a>                                                                                                                                                                          |
| COUNTY/REGIONAL<br>One + Staff Alternate             | MTG DATE/TIME                                          | MEETING<br>LOCATION                                                 | MAILING<br>ADDRESS/CONTACT                                                                                           | COMMITTEE FUNCTION                                                                                                | ASSIGNED TO                                                                                                                              | PRINCIPAL STAFF SUPPORT                                                                                                                                                                                                                                                                |
| Depot Infrastructure Development                     | TBD                                                    | TBD                                                                 | 300 Seminary Ave.<br>Ukiah, CA 95482                                                                                 | Review and advise regarding public infrastructure improvements in and around the railroad depot property and area | Doble<br>(no alternate necessary)                                                                                                        | Shannon Riley, Senior Mgmt Analyst; 467-5793 <a href="mailto:sriley@cityofukiah.com">sriley@cityofukiah.com</a>                                                                                                                                                                        |
| Economic Development & Financing Corp. (EDFC)        | 2nd Thursday of month, 2:00-4:30 p.m.                  | Primarily 631 S. Orchard St., but location varies                   | Executive Director<br>631 South Orchard<br>Ukiah, CA 95482<br>467-5853                                               | Multi-agency co-op for economic development and business loan program                                             | Doble<br>Riley - Alternate                                                                                                               | Shannon Riley, Senior Mgmt Analyst; 467-5793 <a href="mailto:sriley@cityofukiah.com">sriley@cityofukiah.com</a>                                                                                                                                                                        |
| Greater Ukiah Chamber of Commerce Liaison ex officio | 4th Wednesday of month, 9:00 a.m.                      | Conference Center 200 S. School Street, Ukiah                       | 200 S. School Street<br>Ukiah, CA 95482<br>462-4705                                                                  | To represent and set policy for Chamber and area businesses.                                                      | Doble<br>Riley - Alternate                                                                                                               | Shannon Riley, Senior Mgmt Analyst; 467-5793 <a href="mailto:sriley@cityofukiah.com">sriley@cityofukiah.com</a> ; Kerry Randall, Facilities Admin; 463-6706 <a href="mailto:KRANDALL@cityofukiah.com">KRANDALL@cityofukiah.com</a>                                                     |
| Homeless Shelter                                     | 2nd Thursday of month, 2:00 p.m.                       | 280 Hospital Drive, 2nd Floor Conference Room                       | 631 Tokay Avenue<br>Ukiah, CA 95482<br>or MCAVHN at:<br>P.O. Box 1350<br>Ukiah, CA 95482<br>Judy Popowski - 463-8855 | HSAG (Homeless Services Action Group).                                                                            | Scalmanini                                                                                                                               | Shannon Riley, Senior Mgmt Analyst; 467-5793 <a href="mailto:sriley@cityofukiah.com">sriley@cityofukiah.com</a>                                                                                                                                                                        |
| Main Street Program Board of Directors ex officio    | 1st Thursday of month, 8:00 a.m.                       | 200 S. School Street, Ukiah                                         | 200 S. School St.<br>Ukiah, CA 95482<br>463-6729                                                                     | Develops activities for downtown economic development program                                                     | Mulheren<br>Riley - Alternate                                                                                                            | Shannon Riley, Sr. Mgmt. Analyst; 467-5793 Kerry Randall, Facilities Admin; 463-6706 <a href="mailto:KRANDALL@cityofukiah.com">KRANDALL@cityofukiah.com</a>                                                                                                                            |
| Sun House Guild ex officio                           | 2nd Tuesday of month, 4:30 - 6:30 p.m.                 | Sun House, 431 S. Main St. Ukiah                                    | 431 S. Main Street<br>Ukiah, CA 95482<br>467-2836                                                                    | Support and expend Grace Hudson Museum                                                                            | Doble<br>Sangiacomo - Alternate                                                                                                          | Tami Bartolomei, Community Services Administrator; 467-5765 <a href="mailto:tbartolomei@cityofukiah.com">tbartolomei@cityofukiah.com</a> Sherrie Smith-Ferri, Museum Director/Cultural Arts; 467-2836 <a href="mailto:sherrie@gracehudsonmuseum.org">sherrie@gracehudsonmuseum.org</a> |

## 2017 COUNCIL ASSIGNMENTS

|                                                                                                                                                                                                                                                                                |                                                                              |                                                      |                                                                                                             |                                                                                                                                                                                               |                                               |                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------------------------------------|
| <b>Mendocino Youth Project JPA Board of Directors</b>                                                                                                                                                                                                                          | 3rd Wednesday of the month, 7:45 a.m.                                        | 776 S. State Street Conference Room                  | Mendocino Co. Youth Project<br>776 S. State Street, Ste. 107<br>Ukiah, CA 95482<br>707-463-4915             | targets all youth with a focus on drug and alcohol prevention, healthy alternatives and empowering youth to make healthy choices.                                                             | <b>Brown<br/>Chief Dewey - Alternate</b>      | <b>Chris Dewey, Police Chief; 463-6245<br/>cdewey@cityofukiah.com</b>                       |
| <b>Northern California Power Agency (NCPA)</b>                                                                                                                                                                                                                                 | 4th Thursday of month, 9:00 a.m.<br>(See calendar from NCPA)                 | Roseville, CA and other locations                    | 651 Commerce Drive<br>Roseville, CA 95678<br>916-781-4202                                                   | Pool of public utilities for electric generation and dispatch                                                                                                                                 | <b>Crane<br/>Grande - Alternate</b>           | <b>Mel Grandi, Electric Utility Director; 463-6295<br/>mgrandi@cityofukiah.com</b>          |
| <div> <div>LOCAL/COUNTY/REGIONAL/LIANS</div> <div>OnGoing One or Two Council and/or Staff</div> <div>MTG DATE/TIME</div> <div>LOCATION</div> <div>MAILING ADDRESS/CONTACT</div> <div>COMMITTEE FUNCTION</div> <div>ASSIGNED TO</div> <div>PRINCIPAL STAFF SUPPORT</div> </div> |                                                                              |                                                      |                                                                                                             |                                                                                                                                                                                               |                                               |                                                                                             |
| <b>League of California Cities Redwood Empire Legislative Committee</b>                                                                                                                                                                                                        | Prior to Division Meetings, meets 3x in person and then via conference call. | Various locations that are announced.                | Redwood Empire League President;<br>Public Affairs Program Mgr.<br>(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                   | <b>Mulheren<br/>Doble - Alternate</b>         | <b>Sage Sangiacomo, City Manager; 463-6221<br/>ssangiacomo@cityofukiah.com</b>              |
| <b>City Selection Committee</b>                                                                                                                                                                                                                                                | Called as required by the Clerk of the Board                                 | BOS Conf. Room 501 Low Gap Rd. Rm. 1090, Ukiah       | C/O: BOS<br>501 Low Gap, Rm 1090<br>Ukiah, CA 95482<br>463-4441                                             | Makes appointments to LAFCO and Airport Land Use Commission                                                                                                                                   | <b>Mayor</b>                                  | <b>Kristine Lawler, City Clerk; 463-6217<br/>klawler@cityofukiah.com</b>                    |
| <b>Investment Oversight Committee</b>                                                                                                                                                                                                                                          | Varies                                                                       | Civic Center<br>300 Seminary Ave.<br>Ukiah, CA 95482 | Civic Center<br>Seminary Ave.<br>CA 95482<br>300 Ukiah,                                                     | Reviews City Investments, policies, and strategies                                                                                                                                            | <b>Crane<br/>Alan Carter, Treasurer</b>       | <b>Dan Buffalo, Director of Finance; 463-6220<br/>dbuffalo@cityofukiah.com</b>              |
| <b>Library Advisory Board</b>                                                                                                                                                                                                                                                  | 3rd Thursday of month, 1:00 p.m.                                             | Various Mendo County Libraries                       | Ukiah County Library<br>463-4491                                                                            | Review library policy and activities                                                                                                                                                          | <b>Mulheren</b>                               | <b>Kristine Lawler, City Clerk; 463-6217;<br/>klawler@cityofukiah.com</b>                   |
| <b>Ukiah Players Theater Board of Directors</b>                                                                                                                                                                                                                                | 3rd Tuesday of month, 6:00 p.m.                                              | 1041 Low Gap Rd<br>Ukiah, CA 95482<br>462-1210       | 1041 Low Gap Rd<br>Ukiah, CA 95482<br>462-1210                                                              | To oversee the activities, organization and purpose of the Ukiah Players Theater.                                                                                                             | <b>Sangiacomo<br/>Greg Owen, Airport Mgr.</b> | <b>Kristine Lawler, City Clerk; 463-6217<br/>klawler@cityofukiah.com</b>                    |
| <b>Ukiah Unified School District (UUSD) Committee</b>                                                                                                                                                                                                                          | Quarterly                                                                    | 511 S. Orchard, Ste. D<br>Ukiah, CA 95482            | 511 S. Orchard<br>Ukiah, CA 95482                                                                           | Information exchange with UUSD Board Chair, Mayor, Superintendent and City Manager                                                                                                            | <b>Mayor</b>                                  | <b>Sage Sangiacomo, City Manager; 463-6221<br/>ssangiacomo@cityofukiah.com</b>              |
| <b>Russian River Flood Control District (RRFCD)</b>                                                                                                                                                                                                                            | 2nd Monday of the month, 5:00 p.m.                                           | 151 Laws Ave.,<br>Suite D                            | 151 Laws Ave.<br>CA 95482<br>Ukiah,                                                                         | Proactively manage the water resources of the upper Russian River for the benefit of the people and environment of Mendocino County.                                                          | <b>Doble</b>                                  | <b>Sean White, Water/Sewer Director; 463-5712<br/>swhite@cityofukiah.com</b>                |
| <b>Health &amp; Human Services Liaisons</b>                                                                                                                                                                                                                                    | 2nd Wednesday;<br>9:00 - 11:00 a.m.                                          | Big Sur Room in Co. Dept. of Social Svcs.            | Executive Director<br>Jackie Williams - 462-1934<br>c/o Ford St. Project<br>139 Ford St.,<br>Ukiah CA 95482 | Discussions and possible work on health and human service issues                                                                                                                              | <b>Brown - Liaison</b>                        | <b>Sage Sangiacomo, City Manager; 463-6221;<br/>ssangiacomo@cityofukiah.com</b>             |
| <b>Mendocino County Local Area Formation Commission (LAFCO)</b>                                                                                                                                                                                                                | 1st Monday of month, 9:00 a.m.                                               | Board of Supervisors Chambers                        | Executive Director<br>200 S. School Street, Ste. 2<br>Ukiah, CA 95482<br>463-4470                           | Required by legislation - planning spheres of influence, annexation, service areas, and special districts                                                                                     | <b>Doble</b>                                  | <b>Kevin Thompson, Interim Director of Planning; 463-6219<br/>kthompson@cityofukiah.com</b> |
| <b>Mendocino County Airport Land Use Commission</b>                                                                                                                                                                                                                            | As needed                                                                    | BOS Conf. Room 501 Low Gap Rd. Rm. 1090, Ukiah       | Mendocino County Executive Office<br>501 Low Gap Rd. Rm. 1010<br>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. | <b>None from Ukiah Council currently</b>      | <b>Kristine Lawler, City Clerk; 463-6217<br/>klawler@cityofukiah.com</b>                    |

## 2017 AD HOC COMMITTEES

| COMMITTEE                                              | ASSIGNED TO      | PRINCIPAL STAFF SUPPORT                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Electric Grid Operational Improvements                 | Crane/Scalmanini | <b>Mel Grandi</b> , Electric Utility Director; 463-6295<br>mgrandi@cityofukiah.com                                                                                                                                                                                                                                                                    |
| Rate Studies for Electric, Water, Sewer                | Crane/Doble      | <b>Mel Grandi</b> , Electric Utility Director; 463-6295<br>mgrandi@cityofukiah.com;<br><b>Tim Eriksen</b> , Public Works Director/City Engineer; 463-6280<br>teriksen@cityofukiah.com;<br><b>Sean White</b> , Water/Sewer Director; 463-5712<br>swhite@cityofukiah.com;<br><b>Dan Buffalo</b> , Director of Finance 463-6220 dbuffalo@cityofukiah.com |
| Sales Tax Sharing                                      | Crane/Doble      | <b>Sage Sangiacomo</b> , City Manager; 463-6221<br>ssangiacomo@cityofukiah.com;<br><b>Guy Mills</b> , Project & Grant Admin; 467-5719<br>gmills@cityofukiah.com;<br><b>David Rapport</b> , City Attorney; 467-2800<br>drapport@cityofukiah.com                                                                                                        |
| Ukiah Valley Sanitation District Mediation             | Crane/Doble      | <b>Tim Eriksen</b> , Public Works Director/City Engineer; 463-6280<br>teriksen@cityofukiah.com                                                                                                                                                                                                                                                        |
| Fire District Merger Discussion                        | Doble/Brown      | <b>Kirk Thomsen</b> , Interim Fire Chief; 462-7921 x400<br>kthomsen@cityofukiah.com;<br><b>Sage Sangiacomo</b> , City Manager; 463-6221<br>ssangiacomo@cityofukiah.com                                                                                                                                                                                |
| Groundwater Sustainability                             | Crane/Doble      | <b>Sean White</b> , Water/Sewer Director; 463-5712<br>swhite@cityofukiah.com                                                                                                                                                                                                                                                                          |
| Marijuana Legislation and Policy                       | Mulheren/Brown   | <b>Chris Dewey</b> , Police Chief; 463-6245 cdewey@cityofukiah.com                                                                                                                                                                                                                                                                                    |
| Strategic Planning                                     | Crane/Doble      | <b>Sage Sangiacomo</b> , City Manager; 463-6221<br>ssangiacomo@cityofukiah.com                                                                                                                                                                                                                                                                        |
| Landfill Closure                                       | Crane/Scalmanini | <b>Tim Eriksen</b> , Public Works Director/City Engineer; 463-6280<br>teriksen@cityofukiah.com                                                                                                                                                                                                                                                        |
| City Water Rights                                      | Doble/Crane      | <b>Sean White</b> , Water/Sewer Director; 463-5712<br>swhite@cityofukiah.com                                                                                                                                                                                                                                                                          |
| Downtown Parking Management                            | Mulheren/Brown   | <b>Shannon Riley</b> , Senior Management Analyst; 467-5793<br>sriley@cityofukiah.com                                                                                                                                                                                                                                                                  |
| Budget Development Best Practices and Financial Policy | Crane/Doble      | <b>Dan Buffalo</b> , Finance Director; 463-6220<br>dbuffalo@cityofukiah.com;<br><b>Sheri Mannion</b> , Human Resource Director/Risk Manager, 463-6272, smannion@cityofukiah.com                                                                                                                                                                       |
| Public Works Project Specification Development         | Crane/Doble      | <b>Tim Eriksen</b> , Public Works Director/City Engineer; 463-6280<br>teriksen@cityofukiah.com                                                                                                                                                                                                                                                        |
| Sanctuary City                                         | Brown/Scalmanini | <b>Shannon Riley</b> , Senior Management Analyst; 467-5793<br>sriley@cityofukiah.com                                                                                                                                                                                                                                                                  |

**Airport Commission - 5 Members, 3 Year Term**

Such Commission shall act in an advisory capacity to the city council in all matters pertaining to the operations of the municipal airport. Such commission shall aid and advise the city manager in the selection of personnel for the operation of the municipal airport in keeping with the provisions of the civil service ordinance. (Ord. 512, Section 4, adopted 1956).

|           |          |                                           | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|-----------|----------|-------------------------------------------|------------------------------|----------------------------|
| Donovan   | Albright | Commissioner - County Resident (Doble)    | 1/4/2017                     | 1/31/2020                  |
| Mark      | Ashiku   | Commissioner - City Resident (Mulheren)   | 1/4/2017                     | 1/31/2020                  |
| Randal S. | Beckler  | Commissioner - City Resident (Crane)      | 10/15/2014                   | 6/30/2017                  |
| Eric      | Crane    | Commissioner - City Resident (Scalmanini) | 7/15/2015                    | 6/30/2018                  |
| Bill R.   | Beard    | Commissioner - County Resident (Brown)    | 6/1/2016                     | 6/30/2019                  |

**Board of Appeals - 5 Members/3 Alternates, 3 Year Term**

To hear and decide appeals of orders, decisions or determinations by the building official.

|             |          |                     | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|-------------|----------|---------------------|------------------------------|----------------------------|
| Lawrence S. | Mitchell | Member (Brown)      | 6/19/2013                    | 7/31/2019                  |
| Gregory     | Hoyt     | Member (Scalmanini) | 10/15/2014                   | 6/30/2017                  |
| VACANT      |          | Member              | N/A                          | N/A                        |
| VACANT      |          | Member              | N/A                          | N/A                        |
| VACANT      |          | Member              | N/A                          | N/A                        |
| VACANT      |          | Alternate Member    | N/A                          | N/A                        |
| VACANT      |          | Alternate Member    | N/A                          | N/A                        |
| VACANT      |          | Alternate Member    | N/A                          | N/A                        |

**Civil Service Board - 3 Members, 4 Years to Indefinite Term**

Hold hearings and examine witnesses; Set procedures: To hear and decide for the City appeals by employees under §1306.

|        |          |                                         | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|--------|----------|-----------------------------------------|------------------------------|----------------------------|
| Jim    | Andersen | Member - Appointed by Council           | 3/19/2014                    | 2018                       |
| VACANT |          | Member - Appointed by Other Two Members | N/A                          | Indefinite                 |
| VACANT |          | Member - Appointed by Employees         | N/A                          | Indefinite                 |

**Demolition Permit Review Committee - 5 Members, 2 Year Term**

The duties of the Demolition Permit Review Committee shall include: a) Research of historical, cultural, and architectural significance of the subject structure; b) Evaluation of the feasibility of rehabilitating or relocating the structure if it is deemed historical; c) In the event that the structure is found to have historical or architectural significance, determine if the salvaging of historic materials is feasible; d) Recommendation to the City Council regarding whether any of the criteria listed in Ukiah City Code Section 3016(E) apply to the subject structure, and whether or not the Demolition Permit should be issued, issued with conditions, or denied.

|       |            |                                                                                                                                                   | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|-------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------|
| Tim   | Eriksen    | Director of Public Works/City Engineer or assigned designee                                                                                       | N/A                          | N/A                        |
| Kevin | Thompson   | Director of Planning and Community Development or assigned                                                                                        | N/A                          | N/A                        |
| David | Willoughby | Building Inspector or assigned designee                                                                                                           | N/A                          | N/A                        |
| Paul  | Poulos     | A Representative of the Mendocino County Historical Society or other group/organization involved with local history, or a local historian (Crane) | 4/6/2016                     | 4/6/2018                   |
| Estok | Menton     | A City of Ukiah resident with expertise in architecture, building, or closely related field (Scalmanini)                                          | 4/6/2016                     | 4/6/2018                   |

**Design Review Board - 5 Members, 4 Year Term Coinciding with Appointing Councilmember**

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

|        |           |                                                              | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|--------|-----------|--------------------------------------------------------------|------------------------------|----------------------------|
| Howell | Hawkes    | Member - City Resident/Property or Business Owner (Brown)    | 12/17/2014                   | 12/31/2018                 |
| Colin  | Morrow    | Member - City Resident/Property or Business Owner (Mulheren) | 7/20/2016                    | 12/31/2018                 |
| Tom    | Liden     | Member - City Resident/Property or Business Owner (Doble)    | 12/17/2014                   | 12/31/2018                 |
| Alan   | Nicholson | Member - Community at Large (Rodin/Scalmanini)               | 6/6/2012                     | 12/31/2016                 |
| Thomas | Hise      | Member - Community at Large (Crane)                          | 7/20/2016                    | 11/30/2016                 |

(Coincides with  
Appointing  
Councilmember)

**Investment Oversight Committee**

1. Conduct comprehensive review of the City's investment activities to ensure regulations are adhered to and adopted strategies are appropriate and being followed. 2. Review annual audit of investments. 3. Review policy, investment strategies, and investment performances. 4. Develop long range planning for the City's investment portfolio. 5. Receive and review monthly portfolio reports and quarterly performance reports from Advisory firm. 6. Report its findings and make recommendations as needed to the City Council.

|            |            |                         | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|------------|------------|-------------------------|------------------------------|----------------------------|
| Allen      | Carter     | City Treasurer          | N/A                          | N/A                        |
| Sage       | Sangiacomo | City Manager            | N/A                          | N/A                        |
| Dan        | Buffalo    | Director of Finance     | N/A                          | N/A                        |
| Monte      | Hill       | Public Member (Baldwin) | 10/17/2012                   | Indefinite                 |
| Douglas F. | Crane      | City Councilmember      | N/A                          | N/A                        |

**Parks, Recreation, & Golf Commission - 5 Members, 3 Year Term**

The Commission shall have the power and duty to recommend and advise on: A) Policies to be adopted and enforced for the operation, use and management of all recreation activities and facilities, parks, and parkways. B) Policies for the planning of recreation and parks programs for the inhabitants of the city, promote and stimulate public interest therein, and to that end, solicit to the fullest extent possible the cooperation of school authorities and other public or private agencies interested therein. C) Policies for the acquisition, development and improvement of parks, playgrounds and facilities for recreation.

|       |               |                                                     | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|-------|---------------|-----------------------------------------------------|------------------------------|----------------------------|
| Knopf | Susan         | Commissioner - At Large, City Resident (Brown)      | 7/20/2016                    | 7/31/2019                  |
| Faye  | Hefte         | Commissioner - At Large, City Resident (Landis)     | 10/15/2014                   | 6/30/2017                  |
| Henry | Sadowski      | Commissioner - At Large, County Resident (Thomas)   | 10/15/2014                   | 6/30/2017                  |
| Alan  | Nicholson     | Commissioner - At Large, County Resident (Crane)    | 6/17/2015                    | 6/30/2018                  |
| Vicki | Bitonti-Brown | Commissioner - At Large, City Resident (Scalmanini) | 8/19/2015                    | 8/19/2018                  |

**Paths, Open Space, & Creeks Commission - 5 Members, 3 Year Term**

The Commission shall have the power and duty to recommend and advise regarding: A) Efficient implementation of the Open Space and Conservation Element of the Ukiah General Plan. B) Efficient implementation of the pathway sections of the Transportation Element of the Ukiah General Plan. C) Procedure and funding mechanisms for acquisition, preservation, and effective stewardship of City paths, open space, and creeks.

|                     |          |                                                                  | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|---------------------|----------|------------------------------------------------------------------|------------------------------|----------------------------|
| Christopher J. Watt |          | Commissioner - Resident in City Sphere of Influence (Mulheren)   | 7/20/2016                    | 7/31/2019                  |
| Dan W.              | Holbrook | Commissioner - Resident in City Limits (Thomas)                  | 10/15/2014                   | 6/30/2017                  |
| Megan Elliott       | Parker   | Commissioner - Resident in City Sphere of Influence (Scalmanini) | 8/5/2015                     | 8/5/2018                   |
| Deborah             | Edelman  | Commissioner - Resident in City Limits (Brown)                   | 8/19/2015                    | 8/19/2018                  |
| Beth                | Lang     | Commissioner - Resident in City Limits (Brown)                   | 8/19/2015                    | 8/19/2018                  |

**Planning Commission - 5 Members, 4 Year Term Coinciding with Appointing Councilmember**

It shall be the function and duty of the Planning Commission to prepare, make and adopt, subject to the provisions of law, a master plan for the physical development of the city, and of any land situated outside the boundaries thereof which in the Commission's judgement bears relation to the planning thereof. The Commission may appoint officers and employees and contract for services, subject to the provisions of law, provided that all expenditures of the Commission, exclusive of gifts, shall be within the amounts appropriated for the purpose by the City Council.

|             |             |                           | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|-------------|-------------|---------------------------|------------------------------|----------------------------|
| Laura       | Christensen | Commissioner (Mulheren)   | 12/17/2014                   | December, 2018             |
| Christopher | Watt        | Commissioner (Doble)      | 12/17/2014                   | December, 2018             |
| Mark        | Hilliker    | Commissioner (Brown)      | 12/17/2014                   | December, 2018             |
| Michael L.  | Whetzel     | Commissioner (Crane)      | 3/19/2014                    | December, 2016             |
| Linda       | Sanders     | Commissioner (Scalmanini) | 7/15/2015                    | December, 2016             |

(Coincides with  
Appointing  
Councilmember)

**Traffic Engineering Committee - Indefinite Term**

To determine the installation and proper timing and maintenance of traffic-control devices and signals, to conduct engineering analyses of traffic accidents and to devise remedial measures, to conduct engineering and traffic investigations of traffic conditions and to cooperate with other City officials in the development of ways and means to improve traffic conditions, and to carry out the additional powers and duties imposed by ordinances of the City.

|              |          |                                                   | <b><u>Date Appointed</u></b> | <b><u>Term Expires</u></b> |
|--------------|----------|---------------------------------------------------|------------------------------|----------------------------|
| Carla        | Meyer    | Mendocino Transit Authority Representative        | N/A                          | Indefinite                 |
| Kevin        | Thompson | Planning Director Representative                  | N/A                          | Indefinite                 |
| Ben          | Kageyama | City Manager Representative                       | N/A                          | Indefinite                 |
| John         | Lampi    | Public Member (Rodin)                             | 7/19/2006                    | Indefinite                 |
| Tim          | Eriksen  | Public Works Director / City Engineer             | N/A                          | Indefinite                 |
| Sean         | Kaaser   | Chief of Police Representative                    | N/A                          | Indefinite                 |
| Darin        | Malugani | Superintendent of Public Works Representative     | N/A                          | Indefinite                 |
| Donald Keith | Hewett   | Public Member (Crane)                             | 6/1/2016                     | Indefinite                 |
| Neil         | Davis    | Active Transportation Representative (Scalmanini) | 9/7/2016                     | Indefinite                 |