CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
June 21, 2017
6:00 p.m.

---

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Regular Meeting on June 21, 2017, having been legally noticed on June 16, 2017. 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; Darcy Vaughn, Assistant City Attorney; and Ashley Cocco, Deputy City Clerk.

MAYOR BROWN PRESIDING.

The Pledge of Allegiance was led by Councilmember Mulheren.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Oath of Office Ceremony and Introduction of New Police Officer, Maxwell Oswald – *Public Safety.*

Presenter: Chris Dewey, Police Chief

Oath of office and introduction were received.

b. Oath of Office Ceremony and Introduction of New Firefighter, Rickey Dean – *Fire Department.*

Presenter: Kirk Thomsen, Fire Chief

Oath of office and introduction were received.

RECESS: 6:18 - 6:24 PM

c. Presentation of the PFM Group on an Update to the City Council on the City's Investment Portfolio – *Finance.*

Presenters: Allen Carter, City Treasurer and Allison Kaune, PFM Asset Management, LLC.

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 – *Administration.*

Presenter: Sage Sangiacomo, City Manager

Report was received.

Public Comment: Susan Knopf.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Minutes of June 7, 2017, a Special Meeting.

Motion/Second: Doble/Mulheren to approve Minutes of June 7, 2017, a Special Meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Minutes of June 7, 2017, a Regular Meeting.

Motion/Second: Doble/Mulheren to approve Minutes of June 7, 2017, 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.

c. Minutes of June 12, 2017, a Special Meeting.

Motion/Second: Doble/Mulheren to approve Minutes of June 12, 2017, a Special 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 May 2017 - *Finance*.

b. Notification of Publishing Services by *Ukiah Daily Journal* for Fiscal Year 2017/2018 *(COU No. 1617-224)*, in the Amount of $6.25 per Column Inch for the First Insertion and $4.26 Per Column Inch for Each Subsequent Insertion of the Same Advertisement – *City Clerk*.

c. Adopt Ordinance Amending the Airport Industrial Business Park Planned Development Zoning Designation from Industrial/Automotive Commercial and Light Manufacturing/Mixed Use to Retail Commercial – *Community Development and Planning*.

ORDINANCE NO. 1178

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING THE AIRPORT INDUSTRIAL PARK PLANNED DEVELOPMENT

d. Authorize City Manager to Negotiate and Execute Five-Year Lease Agreement *(COU No. 1617-216)* with Ag Unlimited for a Storage Yard Previously Leased by Mendocino County Farm Supply – *Airport*.

e. Authorize the City Manager to Negotiate and Execute a 48-Month Lease and Maintenance Agreement *(COU No. 1617-217)* with Xerox for the Replacement of an Existing Copy Machine – *Finance*.

f. Authorize the City Manager to Negotiate and Execute an Updated Lease Agreement *(COU No. 1617-218)* with Ukiah Unified School District for the Use of Observatory Park House – *Community Services*.

g. Notification of Purchase *(PO No. 44787)* of an Air Compressor Unit for the Water Treatment Plant in the Amount of $24,558.75 from Ingersoll Rand Industrial Technologies and Approval of Corresponding Budget Amendment – *Water and Sewer.*

Motion/Second: Doble/Scalmanini to approve to Approve Consent Calendar Items 7a – g, 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

Public Comment: GASP Youth Group members: Katherine Fengler, Sierra Gittleman, Ella Rozelski, Robert Yonts, Zachary Johnson, and Atlas Pearson – smoking pollution control; Don Crawford – smoking pollution control; and Phil Baldwin – speakers lectern, camping on city streets, sign ordinance, amplification in city parks, state streetscape and road diet funds.

9. COUNCIL REPORTS

Presenters: Councilmember Mulheren and Mayor Brown.

10. CITY MANAGER/CITY CLERK REPORTS

11. PUBLIC HEARINGS (6:15 PM)

a. Public Hearing to Review, Consider, and Possibly Adopt a Resolution Adjusting the Fire Prevention Fee Schedule – *Fire Department.*

Presenters: Kevin Jennings, Division Chief and Kirk Thomsen, Interim Fire Chief.

PUBLIC HEARING WAS OPENED AT 7:03 PM.

No public comment was received.

PUBLIC HEARING CONTINUED TO NEXT MEETING.

Motion by Councilmember Crane, Seconded by Vice Mayor Doble to increase the fees to $100.

Vice Mayor Doble withdrew his second.

Motion by Councilmember Mulheren, Seconded by Vice Mayor Doble to adopt the resolution for the Fire Prevention Fee Schedule increasing the fees to $80.72, with direction to bring the item back in a year for review and to discuss fire mitigation fees.

The maker of the motion and the second agree to continue this item to July 5, 2017.

Motion/Second: Mulheren/Doble to continue this item to the July 5, 2017, City Council meeting. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Adoption of a Resolution Approving the City of Ukiah CDBG Microenterprise Technical Assistance Services Program Guidelines and Adoption of a Resolution Approving the City of Ukiah CDBG Business Assistance Loan Program Guidelines – *Community Development and Planning.*

Presenter: Craig Schlatter, Community Development and Planning Director.

PUBLIC HEARING WAS OPENED AT 7:19 PM.

No public comment was received.

PUBLIC HEARING WAS CLOSED AT 7:20 PM.

Motion/Second: Scalmanini/Doble to adopt Resolution *(2017-28)* approving the City of Ukiah Community Development Block Grant (CDBG) Microenterprise Technical Assistance Services Program Guidelines. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Scalmanini/Doble to adopt Resolution *(2017-29)* approving the City of Ukiah CDBG Business Assistance Loan Program Guidelines. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

12. UNFINISHED BUSINESS

a. Award of Contract to Fort Bragg Electric, Inc. in the Amount of $122,088 for the Installation of the Barscreen at the Wastewater Treatment Plant, Specification No. 17-06, and Approval of Corresponding Budget Amendment in the Same Amount IBB – *Water and Sewer Utilities.*

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

Motion/Second: Crane/Scalmanini to award contract *(COU No. 1617-219)* to Fort Bragg Electric, Inc. in the amount of $122,088 for the installation of the barscreen at the Waste Water Treatment Plant, Specification No. 17-06 and approve corresponding budget amendment in the same amount. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Approval of Amendment #3 to the Contract with Carollo Engineers for Design of the Chlorine Contact Basin Expansion, Engineering Services During Construction, Construction Management Services, and for the Construction of the Recycled Water System, Authorize the City Manager to Execute Amendment #3 in the Amount of $2,284,246 and Authorize the City Manager to Execute a 10% Contingency if Needed – *Water and Sewer Utilities.*

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

Motion/Second: Crane/Doble to approve amendment #3 to the contract *(COU No. 1314-231-A4)* with Carollo Engineers for design of the chlorine contact basin expansion, engineering services during construction and construction management services for the construction of the recycled water system, authorize the City Manager to execute amendment #3 in the amount of $2,284,246 and authorize the City Manager to execute a 10% contingency if needed. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

c. Discussion and Action Regarding the Formation of a Force Accounting Ad Hoc to Review and Improve the Procedures for Complying with the Cost Accounting Policies and Procedures Manual Commonly Known as Force Account Procedures – *Public Works.*

Presenter: Rick Seanor, Deputy Director of Public Works

Public Comment: Michelle Tucker, Lee Howard, Phil Baldwin and Pinky Kushner.

Motion/Second: Doble/Scalmanini to appoint Councilmembers Crane and Mulheren to serve on a Uniform Cost Accounting Ad hoc to discuss procedures for the City's compliance with the force accounting manual and recommend policies for implementation. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 8:03 - 8:09 PM

d. Adoption of Resolution Approving of Fiscal Year 2017-2018 City Budget and Adoption of Corresponding Gann Limit Resolution – *Finance.*

Presenters: Daniel Buffalo, Finance Director and Daphine Harris, Finance Management Analyst.

Motion by Councilmember Crane to adopt the proposed resolution approving the Fiscal Year 2017-2018 City Budget without the cost allocation formula, and adopt corresponding Gann Limit Resolution.

Motion dies for lack of a second.

Motion/Second: Crane/Doble to adopt Resolution *(2017-30)* approving the Fiscal Year 2017-2018 City Budget with the exception that any accounting transactions enacting the cost allocation plan be held until the City Manager is directed by City Council; and adopt corresponding Gann Limit Resolution *(2017-31).* Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

13. NEW BUSINESS

a. Receive Presentation and Provide Direction Regarding the City of Ukiah's Sewer Lateral Policy – *Water and Sewer Utilities.*

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

Motion/Second: Crane/Mulheren to direct staff to update the sewer lateral policy and bring back to City Council on date uncertain. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Purchase of Five Dell Servers, Dell Compellent Storage, Two Dell Network Switches and New Backup Software – *Information Technology.*

Presenters: Michael Ingwell, Information Technology Network Specialist and Mary Horger, Procurement Manager.

Motion/Second: Crane/Mulheren to adopt Resolution *(2017-32)* approving the purchase and replacement of Dell servers, network switches, compellent storage and networker backup software, and the lease purchase agreement with IBM Corporation. Motion **carried** by the following roll call votes: AYES: Scalmanini, Crane, Mulheren, Doble, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

14. CLOSED SESSION

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:50 p.m.

Ashley Cocco

Ashley Cocco, Deputy City Clerk