



**City Council
Regular Meeting
AGENDA**

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

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

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/83652451562>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 836 5245 1562
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

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

January 15, 2025 - 5:00 PM

5:00 P.M. - COUNCIL PHOTO FOR 2025

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AB 2449 NOTIFICATIONS AND CONSIDERATIONS**
- 4. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS**
- 5. PETITIONS AND COMMUNICATIONS**
- 6. APPROVAL OF MINUTES**

6.a. Approval of the Minutes for the December 18, 2024, Regular Meeting.

Recommended Action: Approve the minutes for the December 18, 2024, Regular Meeting.

Attachments:

1. 2024-12-18 Draft Minutes

- 7. 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.

8. 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.

- 8.a. Adoption of Resolution Approving the City of Ukiah's Qualified Contractors List for 2025.
Recommended Action: Adopt the resolution approving the Qualified Contractors List for 2025.
Attachments:
1. City Code Section 1541-1543
2. Cost Accounting Manual - Partial
3. Annual Public Notice - November 2024
4. Proposed Resolution with Exhibit A
- 8.b. Consideration of Approval to Utilize Solid Waste Abatement Funds for a New Part-Time, Temporary Volunteer Coordinator Position, and Approve Corresponding Budget Amendment.
Recommended Action: Approve the use of solid waste abatement funds for a new part-time, temporary Volunteer Coordinator position, and approve corresponding budget amendment.
Attachments:
1. Part-Time, Temporary Volunteer Coordinator Job Description
- 8.c. Consideration of Approval of Reclassification of Administrative Assistant Position to Department Analyst Position for the Police Department.
Recommended Action: Approve reclassification of the Administrative Assistant position to a Department Analyst position.
Attachments:
1. Department Analyst Job Description
2. Administrative & Maintenance Unit Salary Schedule Eff 9.29.24
- 8.d. Request for Approval to Utilize Umpqua Bank for Comprehensive Banking Services.
Recommended Action: Approve the City to utilize Umpqua Bank for comprehensive banking services.
Attachments:
1. RFP E38943 - Banking Services
2. Umpqua Proposal for Banking Services
- 8.e. Report of a Retainer Agreement with Colantuono, Highsmith & Whatley, PC for Representation of the City of Ukiah in *Vichy Springs Resort, Inc. v. City of Ukiah*, Northern District of California, Case No. 1:24-cv-7106, Approval of Continued Use as Needed, and Approval of Corresponding Budget Amendment.
Recommended Action: Receive the report regarding the retainer agreement with Colantuono, Highsmith & Whatley, PC for representation of the City of Ukiah in Vichy Springs Resort, Inc. v. City of Ukiah, Northern District of California, Case No. 1:24-cv-7106, and approve the removal of the \$10,000 cap and its continued use as needed along with the corresponding budget amendment.
Attachments:
1. Ukiah adv. VSR Retainer Letter_signed
- 8.f. Review and Accept the 2024 Development Impact Fees Report Along with Corresponding Actions.
Recommended Action:
1. Review and accept the Annual Development Impact Fee Report for Fiscal Year 2023-24.
2. Direct Staff to post the report for public access, as required by Government Code Section 66006(b).

3. Approve Staff's plan to incorporate findings from this report into future budget and capital improvement planning efforts.

Attachments:

1. Annual Development Impact Fee Report 2024

- 8.g. Approve Change Order #7 to Contract 2324-169 with Kirby Construction Company to Complete Additional Repairs Discovered During Construction at the Electric Facility on Hastings Road, and Authorize a Budget Amendment in the Amount of \$25,000.

Recommended Action: Approve Change Order #7 to Contract 2324-169 with Kirby Construction Company to complete additional repairs discovered during construction, and authorize a corresponding budget amendment in the amount of \$25,000.

Attachments:

1. 2202_231117_CD100_BuildingPermit_Compiled_R2
2. Change Orders 1-6
3. COR #015 r.1 - Design Changes

- 8.h. Adoption of an Ordinance Modifying Ukiah City Code to Add a New Chapter 13, Entitled "Vacant and Abandoned Property Registration and Maintenance," to More Effectively Regulate Vacant and Abandoned Properties.

Recommended Action: Adopt ordinance modifying Ukiah City Code to add a new Chapter 13, entitled "Vacant and Abandoned Property Registration and Maintenance."

Attachments:

1. Vacant and Abandoned Property Ordinance DRAFT

- 8.i. Authorize the City Manager to Execute a Municipal Lease Agreement with Financial Pacific Leasing, Inc., DBA Umpqua Bank Equipment Leasing & Finance, to Finance the Acquisition of RIMS Computer-Aided Dispatch and Records Management Software and Approve Corresponding Resolution.

Recommended Action: Authorize the City Manager to execute a Municipal Lease Agreement with Financial Pacific Leasing, Inc., DBA Umpqua Bank Equipment Leasing & Finance, to finance the acquisition of RIMS Computer-Aided Dispatch and Records Management Software and approve corresponding resolution.

Attachments:

1. Draft Resolution and Terms and Conditions

- 8.j. Consideration of Approval of the Freezing of the Grants Coordinator/Manager Position and the Unfreezing of the GIS Analyst/Cartographer Position in the Community Development Department; and Approval of Corresponding Budget Amendment.

Recommended Action: Approve the freezing of the Grants Coordinator/Manager position and the unfreezing of the GIS Analyst/Cartographer position in the Community Development Department; and approve a corresponding budget amendment.

Attachments:

1. CDD GIS Analyst-Cartographer Job Description 2025
2. Management-Unit-Salary-Schedule-Eff.-9.29.24-rev.-11.6.24

9. 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 that is within the subject matter jurisdiction of the City Council, 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.

10. COUNCIL REPORTS

11. CITY MANAGER/CITY CLERK REPORTS

12. PUBLIC HEARINGS (5:30 PM)

- 12.a. Introduction by Title Only of an Ordinance Modifying Ukiah City Code to Preserve and Strengthen Agricultural Uses In and Around Ukiah Consistent with the Ukiah 2040 General Plan.

Recommended Action: Introduce by title only an Ordinance modifying Ukiah City Code to preserve and strengthen agricultural uses in and around Ukiah consistent with the Ukiah 2040 General Plan.

Attachments:

1. City of Ukiah Agriculture Element
2. Mendocino County Zoning Regulations
3. Planning Commission - Draft Resolution
4. Proposed Ordinance Amendment - Clean
5. Ukiah Valley - Agriculture Maps
6. CEQA Guidelines Section 15183 Findings of Consistency

13. UNFINISHED BUSINESS

- 13.a. Approval of Plans and Specifications for Remodel at 501 South State Street, Specification 25-01, and Direct Staff to Advertise for Bids.

Recommended Action: Approve plans and specifications for remodel at 501 South State Street, Specification 25-01, and direct Staff to advertise for bids.

Attachments:

1. Ukiah_BofA Issue for Bids_DWGS
2. Ukiah_BofA Issue for Bid_SPECS
3. Ukiah B of A Cost Estimate

14. NEW BUSINESS

- 14.a. Review and Consider the Fiscal Year 2025-26 Budget Development Schedule.

Recommended Action: Receive and consider the City's operating and capital budget development and adoption schedule for the 2025-26 fiscal year.

Attachments:

1. Budget Development Schedule 2025-26
2. Budget Schedule Diagram 2025-26 - Council Ready

- 14.b. Possible Introduction of Ordinance by Title Only Amending the City Code Provisions Regarding Enforcement of Business License Regulations.

Recommended Action: Introduce by title only the Ordinance amending the City Code provisions regarding enforcement of business license regulations.

Attachments:

1. Business License Enforcement Authority Ordinance Redline
2. Business License Enforcement Authority Ordinance Clean

- 14.c. New Year Review, Discussion, and Appointments Regarding 2025 Council Assignments; and Consideration of Disbandment and Modification to City Council Committees and Ad Hoc/Standing Committees.

Recommended Action: 1) Receive report(s); 2) Discuss the Mayor's recommended assignments, making any possible appointments or re-assignments; 3) Consider the possible continuation, disbandment, and addition of City Council Ad Hoc and/or committees; and 4) Direct the City Clerk to finalize and attach the 2025 Council Assignments and Ad Hoc/Standing Committees List to the January 15, 2025, Minutes.

Attachments:

1. Draft 2025 City Council Special Assignments

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

15.a. Conference with Legal Counsel – Anticipated Litigation

(Government Code Section 54956.9(d)(4))

Initiation of litigation (4 cases)

15.b. Conference with Legal Council - Anticipated Litigation

Government Code Section 54956.9(d)(2)

Significant exposure to litigation (1 case)

15.c. Conference with Legal Counsel – Existing Litigation

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

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

15.d. Conference with Legal Counsel – Existing Litigation

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

Name of case: Vichy Springs Resort, Inc v. City of Ukiah, et al.; Case No. 24-cv-07106-JSC

15.e. Conference with Legal Counsel – Existing Litigation

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

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

15.f. Conference with Labor Negotiator (54957.6)

Agency Representative: Sage Sangiacomo, City Manager

Employee Organizations: All Bargaining Units

16. 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. Any handouts or presentation materials from the public must be submitted to the clerk 48 hours in advance of the meeting; for handouts, please include 10 copies.

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, CMC/CPMC

Dated: 1/10/25