



**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/84232575010>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 842 3257 5010
- 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.

May 7, 2025 - 5:15 PM

-
1. **ROLL CALL**
 2. **PLEDGE OF ALLEGIANCE**
 3. **AB 2449 NOTIFICATIONS AND CONSIDERATIONS**
 4. **PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS**

- 4.a. Proclamation of the City of Ukiah Recognizing May as Asian American and Pacific Islander Heritage Month.
Recommended Action: Issue a proclamation of the Ukiah City Council recognizing May as Asian American and Pacific Islander Heritage Month.
Attachments:
 1. Asian American Pacific Islander Heritage Month Proclamation
- 4.b. Proclamation Recognizing May 18th - 24th as Emergency Medical Services (EMS) Week in the City of Ukiah.
Recommended Action: Issue proclamation recognizing May 18th through the 24th as Emergency Medical Services (EMS) week in the City of Ukiah.
Attachments:
 1. EMS Week Proclamation
- 4.c. Proclamation Recognizing May 11th – 17th as Police Week in the City of Ukiah.
Recommended Action: Issue Proclamation.

Attachments:

1. Police Week Proclamation

5. PETITIONS AND COMMUNICATIONS

6. APPROVAL OF MINUTES

- 6.a. Approval of the Minutes for the April 16, 2025, Special Meeting.

Recommended Action: Approve the Minutes for the April 16, 2025, Special Meeting.

Attachments:

1. Draft Minutes - Special Meeting

- 6.b. Approval of the Minutes for the April 16, 2025, Regular Meeting.

Recommended Action: Approve the Minutes for the April 16, 2025, Regular Meeting.

Attachments:

1. Draft Minutes - Regular Meeting

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. Report of Disbursements for the Month of March 2025.

Recommended Action: Approve the report of disbursements for the month of March 2025.

Attachments:

1. March 2025 Summary of Disbursements
2. Account Codes for Reference
3. Object Codes for Reference
4. March 2025 Disbursement Detail

- 8.b. Consideration of Adoption of Resolution Approving Record Destruction for Outdated Records from the Payroll Division, City Manager's Office, Electric Utility, and Fire Department.

Recommended Action: Adopt resolution authorizing the destruction of outdated records from the Payroll Division, City Manager's Office, Electric Utility, and Fire Department.

Attachments:

1. Proposed Resolution with Exhibit A

- 8.c. Annual Report on Mobilehome Park Stabilization Fees and Activities, Adoption of Resolution Updating Program Costs, and Approval to Waive Fees for the FY 2024-25.

Recommended Action: Receive report on the Mobilehome Park Stabilization Administrative Costs and Activities; adopt the Resolution Amending Exhibit A - updating the program costs; approve waiving fees for the FY 2024-25, and authorize the use of the account reserves for current year administrative activities.

Attachments:

1. Ordinance No. 1126
2. CC Reso 2023-21 - Mobilehome Rent Stabilization Fees
3. 2025 Letter to Residents
4. Proposed Resolution - redline and clean

- 8.d. Notification of Purchase of Services from National Aquatic Services in the Amount of \$60,590 for Installation of Municipal Pool Filters.
Recommended Action: Receive notification of Purchase of Services from National Aquatic Services in the amount of \$60,590 for the installation of municipal pool filters.
 Attachments:
 1. Staff Report
 2. Quote 6493 National Aquatic Services
 3. PO 48814
- 8.e. Approval of Five (5) Year Agreement with Fishbowl Inventory for Inventory Maintenance and Warehouse Management Software for a Total of \$82,071.59, and Approve Corresponding Budget Amendment.
Recommended Action: Approve a five (5) year agreement with Fishbowl Inventory for inventory maintenance and warehouse management software for a total of \$82,025, and approve corresponding budget amendment.
 Attachments:
 1. City of Ukiah Proposal -- 5 years
- 8.f. Approve Plans and Specifications for Corporation Yard Monitoring Well Abandonment Project.
Recommended Action: Approve Plans and Specifications for Corporation Yard Monitoring Well Abandonment Project.
 Attachments:
 1. PLANS
 2. DRAFT 2024 Bid Specifications for Environmental Well Abandonment
- 8.g. Approval of Financial Contribution in the Amount of \$84,000 to the Inland Water and Power Commission for Consulting and Legal Services Related to the Potter Valley Project, and Approve Corresponding Budget Amendment.
Recommended Action: Approve a financial contribution in the amount of \$84,000 to the Inland Water and Power Commission for consulting and legal services related to the Potter Valley Project, and approve the corresponding budget amendment.
 Attachments:
 1. IWPC Invoice PVP 4.2025 City of Ukiah
- 8.h. Consider Adoption of Resolution Approving the Grant of Funds from the State Coastal Conservancy for the Construction of Phase 4 of the Great Redwood Trail, and Approve Corresponding Budget Amendments.
Recommended Action: Adopt resolution approving the Grant of Funds from the State Coastal Conservancy for the construction of Phase 4 of the Great Redwood Trail, and approve the corresponding budget amendments.
 Attachments:
 1. G24-099_Final_GA
 2. Resolution for Grant Funds DV Edit
- 8.i. Receive Annual Report Regarding the City of Ukiah's Electric Utility Wildfire Mitigation Plan in Response to Senate Bill 901.
Recommended Action: Receive annual report regarding the City of Ukiah's Electric Utility Wildfire Mitigation Plan in response to Senate Bill 901.
 Attachments:
 1. City of Ukiah's 2025 Wildfire Mitigation Plan - DRAFT-combined
 2. City of Ukiah's 2025 Wildfire Mitigation Plan - Redline

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)**

13. **UNFINISHED BUSINESS**

- 13.a. Status Report on Emergency Contract with Diamond D Construction, LLC for the Emergency Repair of the Western Hills Mudslide at the City Water Tank (Pressure Zone 1-North, or PZ1-N) and Request for Authorization to Continue Work Under This Emergency Contract.

Recommended Action: Receive report and approve the continued work on the emergency contract with Diamond D Construction for the emergency repair of the Western Hills mudslide at the City water tank PZ1-N.

Attachments:

1. Resolution 2025-08 - Emergency Procurement for Mudslide at PZ1
2. Diamond D Estimate for PZ1
3. Purchase Order for Diamond D Slide
4. Slide Pictures

- 13.b. Consider Resolution to Adopt an Initial Study, Mitigated Negative Declaration, and Mitigation and Monitoring Reporting Program for the Development of an Additional Municipal Well.

Recommended Action: Adopt a resolution to adopt an Initial Study, Mitigated Negative Declaration, and Mitigation and Monitoring Reporting Program for development of an additional municipal Well.

Attachments:

1. Final IS-MND - Ukiah New Municipal Well Project
2. Reso Adopt IS-MND and MMRP-Ukiah New Municipal Well

14. **NEW BUSINESS**

- 14.a. Authorize the City Manager to Negotiate and Execute a Purchase Agreement for One Parcel, APN 167-280-15, Located at 1 Carousel Lane, and Adopt Resolution Approving the Purchase of Real Property Located at 1 Carousel Lane for the City of Ukiah Corporation Yard; Find the Project Categorically Exempt from the California Environmental Quality Act Pursuant to CEQA Guidelines Section 15301 (Existing Facilities); and Approve Corresponding Budget Amendment.

Recommended Action: Authorize the City Manager to negotiate and execute a Purchase Agreement for one parcel, APN 167-280-15, located at 1 Carousel Lane, and adopt resolution approving the purchase of real property located at 1 Carousel Lane for the City of Ukiah Corporation Yard; find the project Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Existing Facilities); and approve corresponding budget amendment.

Attachments:

1. Carousel PSA_fully executed
2. DRAFT NOE - 1 Carousel Lane
3. Resolution CEQA Exemption Carousel_050725

- 14.b. Discussion and Possible Action Regarding the Cancellation of August 6, 2025, and January 7, 2026, Regular City Council Meetings, with the Option for the Mayor and/or City Manager to Call for a Special Meeting on an Alternate Date if Time-Sensitive Business Arises.
Recommended Action: Approve the cancellation of the August 6, 2025, and January 7, 2026, Regular City Council Meetings, with the option for the Mayor and/or City Manager to call for a special meeting on an alternate date if time-sensitive business arises.

Attachments: None

- 14.c. Receive Updates on City Council Committee and Ad Hoc Assignments, and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad Hoc(s).
Recommended Action: Receive report(s). The Council will consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).

Attachments:

1. 2025 City Council Special Assignments and Ad Hocs

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 (5 cases)

15.b. **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

15.c. **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.d. **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. SCU-K-CVPT-20-74612

15.e. **Conference Involving a Joint Powers Agency (Inland Water and Power Commission)**

City representative on IWPC Board (Mari Rodin)

Discussion will concern: (Conference with Real Property Negotiators (Gov't Code §54956.8)

Property: PG&E Potter Valley Project;

Agency Negotiators: Scott Shapiro, Janet Pauli.

Negotiating Parties: IWPC and PG&E

Under Negotiation: Price and Terms)

Recommended Action:

Attachments: None

15.f. **Conference with Real Property Negotiators**

(Cal. Gov't Code Section 54956.8)

Property: APN No: 167-280-15-00

Negotiator: Shannon Riley, Deputy City Manager

Negotiation Party: AE Carousel, LP

Under Negotiation: Price & Terms of Payment

15.g. **Conference with Real Property Negotiators**

(Cal. Gov't Code Section 54956.8)

Property: APN Nos: 184-080-37;184-080-36; 184-090-01; 184-090-07; 184-090-06; 184-100-04
Negotiator: Sage Sangiacomo, City Manager
Negotiating Parties: Henry's Original
Under Negotiation: Price & Terms of Payment

- 15.h. **Conference with Labor Negotiator (54957.6)**
Agency Designated Representative: Sage Sangiacomo, City Manager
Employee Organizations: All bargaining units
Unrepresented Employee: Police Chief

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.

Araceli Sandoval
Dated 5/2/25



AGENDA SUMMARY REPORT

SUBJECT: Proclamation of the City of Ukiah Recognizing May as Asian American and Pacific Islander Heritage Month.

DEPARTMENT: City Manager / Admin **PREPARED BY:** Maria Ceja, Administrative Analyst

PRESENTER: Mayor Crane or Councilmember

ATTACHMENTS:

1. Asian American Pacific Islander Heritage Month Proclamation

Summary: Ukiah City Council to issue a proclamation recognizing May as Asian American and Pacific Islander Heritage Month in the City of Ukiah.

Background: The City of Ukiah celebrates during the month of May, and honors Asian American and Pacific Islanders and their contribution to our community. In 2009, President Obama issued Presidential Proclamation 8369 proclaiming May as Asian American and Pacific Islander Heritage Month, and the City of Ukiah joins the celebrations, a legacy of leadership and resilience.

Discussion: The Ukiah City Council will issue a proclamation recognizing May as Asian American and Pacific Islander Heritage Month in the City of Ukiah (Attachment 1).

Recommended Action: Issue a proclamation of the Ukiah City Council recognizing May as Asian American and Pacific Islander Heritage Month.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: Yes / No **GRANT:** Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Diversity and Equity Committee

STRATEGIC PLAN (SP): SP 5C - Create, sustain, and advance a diverse and inclusive workplace and workforce that reflects, values, and celebrates the diverse community we serve.

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved: 
Sage Sangiacomo, City Manager

PROCLAMATION

City of Ukiah



Recognizing

**May as “Asian American and Pacific Islander Heritage Month”
in the City of Ukiah**

Whereas, *Asian American and Pacific Islander Heritage Month* originated with a congressional bill introduced in June 1977. On March 28, 1979, President Carter issued Presidential Proclamation 4650, proclaiming the week beginning on May 4, 1979, as Asian/Pacific American Heritage Week; and

Whereas, On May 1, 2009, President Obama issued Presidential Proclamation 8369 proclaiming May 2009 as *Asian American and Pacific Islander Heritage Month*; and

Whereas, generations of *Asian American and Pacific Islanders* from diverse backgrounds have served as inspirational leaders and trailblazers, contributing significantly to the cultural, economic, and civic life across the United States and California; and

Whereas, the rich diversity of languages, religions, and cultural traditions of Asian Americans and Pacific Islanders is continuously fostered to strengthen the fabric of American society; and

Whereas, the 2025 theme for the observance of Asian American, Native Hawaiian and Pacific Islander Heritage Month is “*A Legacy of Leadership and Resilience*”; and

Whereas, there are many ways to celebrate *Asian American and Pacific Islander Heritage Month* and we encourage employers, schools, and other community organizations in Ukiah to learn more about *Asian American and Pacific Islander Heritage Month*; and

Whereas, we encourage our community to observe this month with meaningful programs and activities to celebrate *Asian American and Pacific Islander Heritage Month* to affirm Ukiah’s commitment to an inclusive community that increases our awareness, appreciation, and celebration of all people.

Therefore be it resolved, that the City Council of the City of Ukiah, hereby proclaims:

***May as Asian American and Pacific Islander Heritage Month in
the City of Ukiah***

*Signed and sealed, this 7th day of May in the year
Two Thousand and Twenty-Five.*

Douglas F. Crane, Mayor



AGENDA SUMMARY REPORT

SUBJECT: Proclamation Recognizing May 18th - 24th as Emergency Medical Services (EMS) Week in the City of Ukiah.

DEPARTMENT: Fire

PREPARED BY: Doug Hutchison, Fire Chief

PRESENTER: Doug Hutchison, Fire Chief/Paramedic

ATTACHMENTS:

1. EMS Week Proclamation

Summary: Council will proclaim May 18th-24th as Emergency Medical Services (EMS) Week.

Background: President Gerald Ford first established EMS Week in 1974 to recognize the role EMS plays in the delivery of pre-hospital emergency medical services to communities across the United States.

Discussion: 2025 will mark the 51st anniversary of EMS Week to recognize the importance of this vital service to communities and honor those who provide these critical services throughout the year. The theme for this year's EMS Week is "We Care. For Everyone."

Recommended Action: Issue proclamation recognizing May 18th through the 24th as Emergency Medical Services (EMS) week in the City of Ukiah.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: Yes / No x **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved:


Sage Sangiacomo, City Manager



May 18 – 24, 2025, as Emergency Medical Service Week in the City of Ukiah

Whereas, emergency medical services is a vital public service; and

Whereas, the members of emergency medical services teams are ready to provide life-saving care to those in need 24 hours a day, seven days a week; and

Whereas, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

Whereas, emergency medical services fills healthcare gaps by providing important, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

Whereas, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

Whereas, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their life-saving skills; and

Whereas, the 51st anniversary of EMS Week theme is “We Care. For Everyone;” and

Whereas, we encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides; and

Whereas, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

Therefore be it resolved, that the City Council of the City of Ukiah hereby proclaims the week of May 18-24, 2025, as

Emergency Medical Services Week

*Signed and sealed, this 7th day of May in the year
Two Thousand and Twenty-Five.*

Douglas F. Crane, Mayor



AGENDA SUMMARY REPORT

SUBJECT: Proclamation Recognizing May 11th – 17th as Police Week in the City of Ukiah.

DEPARTMENT: Police

PREPARED BY: Tom Corning, Police Chief

PRESENTER: Mayor Crane or Councilmember

ATTACHMENTS:

1. Police Week Proclamation

Summary: The City Council will consider issuing a proclamation recognizing May 11th through the 17th as Police Week in the City of Ukiah.

Background: In 1962, President John F. Kennedy signed a bill into law designating May 15th of each year as Peace Officers' Memorial Day, and the week in which it falls as Police Week. Each year during Police Week, communities across the United States hold memorial services in tribute to the more than 24,000 law enforcement officers who have made the supreme sacrifice for their communities.

There are currently 24,412 names engraved on the walls of the National Law Enforcement Officers Memorial in Washington D.C., including the names of local law enforcement officers killed in the line of duty. There were 148 law enforcement officers killed in the United States in 2024, and thus far, in 2025, twenty-three officers have lost their lives while serving their communities (as of April 28, 2025).

Discussion: Currently more than 800,000 law enforcement officers proudly serve their communities across the nation, including the dedicated officers of the Ukiah Police Department.

To honor fallen officers who were killed in the line of duty, in-person events are planned for May 11-17, 2025, in Washington, DC, and the 37th annual Candlelight Vigil will be held on May 13th in Washington DC. The City of Ukiah Building Maintenance has arranged for the exterior of the City of Ukiah Civic Center to be accented in blue lighting throughout the week in commemoration of Police Week. The color blue has long been associated with those charged with maintaining order during unrest.

As May 15th is designated as Peace Officers' Memorial Day in recognition of the fallen officers and their families, U.S. flags should be flown at half-staff. The proclamation recognizing May 11th through May 17th as Police Week in Ukiah is attached.

Recommended Action: Issue Proclamation.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: No **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): GP-A6 - Safety Element

Approved: 
Sage Sangiacomo, City Manager



Whereas, in 1962 President John F. Kennedy signed a bill into law designating May 15th of each year as Peace Officers’ Memorial Day, and the week in which it falls as Police Week; and

Whereas, each year during Police Week, communities across the United States hold memorial services in tribute to the more than 24,000 law enforcement officers who have made the supreme sacrifice for their communities; and

Whereas, there are currently more than 800,000 law enforcement officers proudly serving their communities across the nation, including the dedicated officers of the Ukiah Police Department and in Mendocino County; and

Whereas, there are currently 24,412 names engraved on the walls of the National Law Enforcement Officers Memorial in Washington DC, including the names of local law enforcement officers killed in the line of duty; and

Whereas, there were 148 law enforcement officers killed in the United States in 2024, and in 2025 thus far 23 officers have lost their lives while serving their communities; and

Whereas, this year the ceremonies during Police Week to honor those fallen officers whose names that have been recently added to the Memorial will include the 37th Annual Candlelight Vigil on Tuesday May 13th; and

Whereas, in-person events are planned for May 11-17, 2025, in Washington, DC to offer the same respect, honor, remembrance, and community support as National Police Week, while allowing law enforcement, survivors, and citizens to gather and pay tribute to those who gave their lives in the line of duty; and

Whereas, the City of Ukiah Building Maintenance Department has arranged for the exterior of the City of Ukiah Civic Center to be accented in blue lighting throughout the week in commemoration of Police Week, as the color blue has been long associated with those charged with maintaining order during unrest; and

Whereas, May 15th is designated as Peace Officers’ Memorial Day in recognition of the fallen officers and their families, and U.S. flags should be flown at half-staff.

Therefore be it resolved, that the City Council of the City of Ukiah hereby proclaims the week of May 11th through May 17th, 2025, as:

Police Week in the City of Ukiah

*Signed and sealed, this 7th day of May in the year
Two Thousand and Twenty-Five.*

Douglas F. Crane, Mayor

**CITY OF UKIAH
CITY COUNCIL MINUTES
Special Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue, Ukiah, CA 95482**

Virtual Meeting Link: <https://us06web.zoom.us/j/85055255927>

**April 16, 2025
3:30 p.m.**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Ukiah City Council met at a Special Meeting on April 16, 2025, having been legally noticed on April 11, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/85055255927>. Mayor Crane called the meeting to order at 3:33 p.m. Roll was taken with the following **Councilmembers Present:** Mari Rodin, Heather Criss, Juan V. Orozco, Susan Sher, and Douglas, F. Crane. **Staff Present:** Sage Sangiacomo, City Manager; and Kristine Lawler, City Clerk.

MAYOR CRANE PRESIDING.

The Pledge of Allegiance was led by Vice Mayor Sher.

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Clerk noted that no public members were present both online and in the chamber.

3. BUDGET WORKSHOP

a. Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 2024-25, Review of Draft Objectives, and Review of Individual Departmental Five-Year Capital Improvement Plan Updates for Fiscal Year 2025-26.

Presenters: Sage Sangiacomo, City Manager and Dan Buffalo, Finance Director.

No public comment was received.

Ukiah Valley Fire Authority – Doug Hutchison, Fire Chief; **Also Present** – Eric Singleton, Battalion Chief (3:38 p.m.)

Police – Cedric Crook, Police Chief and Tom Corning, Police Captain; Jason Chapman, Police Lieutenant (3:45 p.m.)

Human Resources, Risk Management & Payroll – Sheri Mannion, Human Resources/Risk Management Director (4:09 p.m.)

b. Review and Update, if Warranted, the Ukiah City Council Strategic Plan.

Presenter: Traci Boyl, Senior Management Analyst.

No public comment was received.

Council Consensus for edits to be made to the Ukiah City Council Strategic Plan.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 4:58 p.m.

Kristine Lawler, City Clerk

**CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue, Ukiah, CA 95482
Virtual Meeting Link: <https://us06web.zoom.us/j/84964463874>**

**April 16, 2025
5:15 p.m.**

1. ROLL CALL

Ukiah City Council met at a Regular Meeting on April 16, 2025, having been legally noticed on April 11, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/84964463874>. Mayor Crane called the meeting to order at 5:23 p.m. Roll was taken with the following **Councilmembers Present:** Mari Rodin, Heather Criss, Juan V. Orozco, Susan Sher, and Douglas, F. Crane. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

MAYOR CRANE PRESIDING.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Crane.

3. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

4. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Proclamation Recognizing April as Arts, Culture, and Creativity Month.

Presenter: Councilmember Criss.

No public comment was received.

Proclamation was received Alyssum Wier.

b. Recognition of Eileen Mitro for her "Assembly District 2 Woman of the Year" Award Received from State Assemblyman Chris Rogers.

Presenters: Councilmember Rodin and Vice Mayor Sher.

No public comment was received.

Recognition was received by Eileen Mitro.

b. Introduction, Oath of Office, and Badge Pinning Ceremony for Incoming Police Chief, Thomas Corning.

Presenters: Sage Sangiacomo, City Manager and Cedric Crook, Police Chief.

Public Comment: Chief Jason Ferguson

Outgoing Chief Crook administered oath of office to incoming Chief Corning. Chief Corning's wife Brooke Corning and kids, pinned the police badge.

RECESS: 5:46 – 5:55 P.M.

5. **PETITIONS AND COMMUNICATIONS**

City Clerk, Kristine Lawler, stated that all communications had been distributed.

6. **APPROVAL OF MINUTES**

a. **Approval of the Minutes for the April 2, 2025, Special Meeting.**

b. **Approval of the Minutes for the April 2, 2025, Regular Meeting.**

Motion/Second: Orozco/Rodin to approve the Special and Regular meeting minutes of April 2, 2025, as submitted. Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

7. **RIGHT TO APPEAL DECISION**

8. **CONSENT CALENDAR**

a. ~~Consider Adoption of a Resolution Authorizing the Exception to the 180-Day Waiting Period, and Authorizing the City's Retired Fire-Fuels Crew Superintendent to Work as Interim Fire-Fuels Crew Superintendent in Accordance with Government Code Sections 7522.56 & 21221(h) Human Resources/Risk Management – Pulled and placed as Agenda Item 14d.~~

b. Consideration of Adoption of Resolution (2025-14) Approving Record Destruction for Outdated Records from the City Clerk's Office – *City Clerk*.

c. Request for Budget Amendment in the Amount of up to \$100,000 to Cover the Cost of an Emergent Replacement of the Municipal Pool Filters – *Community Services*.

Motion/Second: Orozco/Sher to approve Consent Calendar Items 8b-8c, as submitted. Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

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

Public Comment: Greg Hubbs (*gave handout*), Emma Goldman (*bomber*), and Charles Watt

10. **COUNCIL REPORTS**

No Council reports were received.

11. **CITY MANAGER/CITY CLERK REPORTS**

City Manager Sangiacomo stated that in consideration of public members who were present for other items of business, that he would forego the City Manager reports; however, if Council or a member of the public have questions regarding City projects, they can contact the City Manager's office.

12. **PUBLIC HEARINGS (5:30 PM)**

13. **UNFINISHED BUSINESS**

a. **Adopt Resolution Affirming that the Proclamation of a Local Emergency Due to Ongoing Atmospheric Rivers Causing Damaging to Public Infrastructure Remains in Effect.**

Presenter: Traci Boyl, Senior Management Analyst.

No public comment was received.

Motion/Second: Crane/Orozco to adopt Resolution (2025-15) amending Resolution 2025-07, "Ratifying the Proclamation of a Local Emergency Due to Ongoing Atmospheric Rivers Causing Damaging to Public Infrastructure," and affirming that the local emergency remains in effect. Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

b. Status Report on Emergency Contract with Diamond D Construction, LLC for the Emergency Repair of the Western Hills Mudslide at the City Water Tank (Pressure Zone 1-North, or PZ1-N) and Request for Authorization to Continue Work Under This Emergency Contract.

Presenter: Sage Sangiacomo, City Manager.

No public comment was received.

Motion/Second: Crane/Criss to receive report and approve the continued work on the emergency contract (PO 48757) with Diamond D Construction for the emergency repair of the Western Hills mudslide at the City water tank PZI-N. Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

14. NEW BUSINESS

a. Consider Providing Staff Direction to Prepare Applications for Reorganization and Sphere of Influence Update, to Prezone Those Areas Subject to the Reorganization and Make Relevant Amendments to the 2040 General Plan, and to Conduct Any Required Analyses, Including Any Analyses Required by CEQA, in Support of the Applications, Rezoning, and General Plan Amendments, and to Bring These Documents to the Council for Consideration.

Presenters: Phillip Williams, Special Counsel; Craig Schlatter, Community Development Director; and Shannon Riley, Deputy City Manager.

Public Comment: Katrina Bartolomei; Kerri Vau; Steven Johnson; Ross Liberty; Dick Seltzer; John Strangio; Bode Gower; Natalie Vau; Candace Horsely, Ukiah Valley Sanitation District; Adam Gaska, Mendocino County Farm Bureau; Maureen Phillips; Pinky Kushner; Devon Boer; and Charles Vau.

Council Consensus to hear additional public comment.

Public Comment: Katrina Bartolomei, Charles Vaught, Kerri Vau, Maureen Phillips,

Motion/Second: Rodin/Sher to direct Staff to prepare applications for reorganization and sphere of influence update, to make relevant amendments to the 2040 General Plan, to prezone those areas subject to the reorganization and to conduct any required analyses, including any analyses required by CEQA, in support of the applications, General Plan Amendment, rezoning, and to bring these documents to the Council for consideration. Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 8:42 – 8:50 P.M.

b. Consideration of Authorization for Mayor to Sign City of Ukiah Comment Letter Pertaining to 2025 Fire Hazard Severity Zone Maps Released by the Office of the State Fire Marshal and the California Department of Forestry and Fire Protection.

Presenter: Craig Schlatter, Community Development Director.

No public comment was received.

Motion/Second: Rodin/Criss to authorize the Mayor to sign the City of Ukiah comment letter pertaining to the 2025 Fire Hazard Severity Zones released by the Office of the State Fire Marshal and the California Department of Forestry and Fire Protection and for ad hoc to meet again to discuss rules. Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

c. Receive Updates on City Council Committee and Ad Hoc Assignments and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad hoc(s).

Presenter: Councilmember Criss.

Report was received.

d. Consider Adoption of a Resolution Authorizing the Exception to the 180-Day Waiting Period, and Authorizing the City's Retired Fire-Fuels Crew Superintendent to Work as Interim Fire-Fuels Crew Superintendent in Accordance with Government Code Sections 7522.56 & 21221(h) – From Consent Calendar Item 8a.

Presenter: Sheri Mannion, Human Resources Director/Risk Manager and Eric Singleton, Battalion Chief.

Motion/Second: Sher/Criss to:

1. Approve the hiring of retired annuitant, David "Dave" Sentak, on April 21, 2025, as Interim Fire-Fuels Crew Superintendent under Government Code 7522.58 & 21221(h) and approve the associated Resolution.
2. Authorize the City Manager to execute the necessary employment agreement (Exhibit A of Resolution **((2025-16))** ensuring compliance with CalPERS requirements and the 960-hour annual limit for retired annuitants.
3. Direct Staff to open and conduct a recruitment for a permanent Fire-Fuels Crew Superintendent, making all reasonable efforts to fill the position with a qualified applicant during Dave's tenure.

Motion **carried** by the following roll call votes: AYES: Rodin, Criss, Orozco, Sher, and Crane. NOES: None. ABSENT: None. ABSTAIN: None.

THE CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 9:16 P.M.

15. CLOSED SESSION

a. Conference with Legal Counsel – Anticipated Litigation

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

Initiation of litigation (5 cases)

b. 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

c. 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

d. **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. SCU-K-CVPT-20-74612

e. **Conference Involving a Joint Powers Agency (Inland Water and Power Commission)**

City representative on IWPC Board (Mari Rodin)

Discussion will concern: (Conference with Real Property Negotiators (Gov't Code §54956.8)

Property: PG&E Potter Valley Project;

Agency Negotiators: Scott Shapiro, Janet Pauli.

Negotiating Parties: IWPC and PG&E

Under Negotiation: Price and Terms)

f. **Conference with Real Property Negotiators**

(Cal. Gov't Code Section 54956.8)

Property: APN No: 167-280-15-00

Negotiator: Shannon Riley, Deputy City Manager

Negotiation Party: AE Carousel, LP

Under Negotiation: Price & Terms of Payment

g. **Conference with Real Property Negotiators**

(Cal. Gov't Code Section 54956.8)

Property: APN Nos: 184-080-37;184-080-36; 184-090-01; 184-090-07; 184-090-06; 184-100-04

Negotiator: Sage Sangiacomo, City Manager

Negotiating Parties: Henry's Original

Under Negotiation: Price & Terms of Payment

h. **Conference with Labor Negotiator (54957.6)**

Agency Designated Representative: Sage Sangiacomo, City Manager

Employee Organizations: All bargaining units

Unrepresented Employee: Police Chief

No action reported; direction provided to Staff.

16. **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:45 p.m.

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Report of Disbursements for the Month of March 2025.

DEPARTMENT: Finance

PREPARED BY: MaryJo Reynolds

PRESENTER: Consent Calendar

ATTACHMENTS:

1. March 2025 Summary of Disbursements
2. Account Codes for Reference
3. Object Codes for Reference
4. March 2025 Disbursement Detail
5. Correspondence Received - UkiahWhistleblower

Summary: The Council will review and consider approval of the report of disbursements for the month of March 2025.

Background: Payments made during the month of March 2025 are summarized in the Report of Disbursements. Further details are supplied on the Schedule of Bills, representing the four (4) individual payment cycles within the month.

Accounts Payable Check Numbers (City & UVFA): 3061708-3061785; 3061786-3061870; 3061871-3061973; 3061974-3062059

Accounts Payable Wire Transfers: 133-137

Payroll Check Numbers: 517244-517340; 517341-517419

Payroll Manual Check Numbers: 517244

Direct Deposit Numbers: 134987-135334; 135335-135667

Manual Direct Deposit Numbers: NA

Void Check Numbers: 517055, 3060855, 3061844, 3061839, 3061798, 3061832, 3061848, 3061862, 3061864, 3061819, 3061789, 3061828, 3061941, 3061804, 3061838

Void Direct Deposit Numbers: N/A

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

Attachment #1: March 2025 Summary of Disbursements

Attachment #2: Account Codes for Reference

Attachment #3: Object Codes for Reference

Attachment #4: March 2025 Disbursement Detail

Recommended Action: Approve the report of disbursements for the month of March 2025.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: N/A **GRANT:** N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved: 
Sage Sangiacomo, City Manager

**CITY OF UKIAH
REPORT OF DISBURSEMENTS
REGISTER OF PAYROLL AND DEMAND PAYMENTS
FOR THE MONTH OF MARCH 2025**

Attachment 1

FUNDS:

100 General Fund	\$783,494.53	700 Sanitary Disposal Site Fund	\$44,410.77
101 GF-(Sub-Fund) Visit Ukiah	\$499.85	701 Landfill Corrective Fund	
105 GF-(Sub-Fund) Fire Authority	\$150,103.82	702 Disposal Closure Reserve Fund	
106 USDA Forest Serv CWDG	\$17,227.73	704 Post Closure Fund - Solid Waste	
110 Special General Fund	\$4,084.14	710 Ambulance Services Fund	\$35,696.35
120 Streets Capital Improvement	\$217,086.30	720 Golf Fund	\$2,226.96
130 Gov't Debt SVC/Reserve Fund	\$2,210,518.96	730 Conference Center Fund	\$8,560.36
131 Debt Service Reserve 2022 LRB	\$2,382,981.25	750 Visit Ukiah	
200 City Administrative Services	\$66,732.32	777 Airport Fund	\$72,223.00
201 Worker's Comp Fund		778 Airport Capital Improvement Fund	\$7,187.50
202 Liability Fund		779 Special Aviation Fund	
203 Garage Fund	\$20,050.31	800 Electric Fund	\$763,281.17
204 Purchasing Fund	\$1,158.02	801 Electric Capital Reserve Fund	\$100,641.10
205 Billing & Collections Fund	\$32,307.10	803 Lake Mendocino Bond Reserve	
206 Public Safety Dispatch Fund	\$3,437.23	805 Street Lighting Fund	\$9,145.70
207 Payroll Posting Fund	\$409,677.40	806 Public Benefits Fund	\$41,940.25
208 Building Maintenance/Corp Yard Fund	\$195,483.21	807 Cap and Trade	
209 IT Fund	\$27,595.86	820 Water Fund	\$208,686.35
220 Equipment Reserve Fund		821 Water Capital Reserve Fund	\$1,000,837.45
249 City Housing Bond Proceeds		822 Water Capital Improvement Fund	\$142,659.38
250 Special Revenue Fund		830 Recycled Water Fund	\$627,987.19
251 Special Projects Reserve Fund		840 City/District Sewer Fund	\$247,291.25
252 Streets/ROW Improvement Fund	\$328,673.78	841 Sewer Contruction Fund	
253 CITY PROP 172		843 Sewer Capital Fund	
300 Park Development Fund		900 Special Deposit Trust	\$1,260.57
301 Anton Stadium Fund		901 General Service (Accts Recv)	\$1,500.00
302 Observatory Park Fund		902 U.S.W. Billing & Collection	\$70,521.76
303 Playground & Park Amenities Fund		903 Public Safety - AB 109	\$0.00
304 Swimming Pool Fund		905 Federal Emergency Shelter Grant	
305 Riverside Park Fund		905 Mendocino Emergency Service Authority	
306 Skate Park Fund		911 Russian River Watershed Association	
308 Opioid Settlement Fund		915 UVFD	
310 Museum Grants	\$0.00	916 UVFD PROP 172	
311 Alex Rorbaugh Recreation Center Fund	\$8,587.73	917 UVFD Measure B	
312 Downtown Business Improvement Fund		918 UVFD Mitigation	
313 LMHF Housing Asset Fund	\$455,000.00	920 MSWMA Operations	\$96,993.86
314 Winter Special Events		922 Millview County Water District	\$110,880.55
315 Advanced Planning Fund		923 Milview Capital Charge	\$10,029.15
316 SPECIAL RECREATION EVENTS		927 Redwood Valley Water District	\$187,801.25
500 2106 Gas Tax Fund	\$9,500.00	932 Willow Water District Operations	\$1,135.12
501 2107 Gas Tax Fund		940 Sanitation District Special Fund	
503 2105 Gas Tax Fund		942 Rate Stabilization - UVSD Fund	
505 Signalization Fund		943 Sanitation District Capital Improvement Fund	
506 Bridge Fund		952 REDIP Sewer Enterprise Fund	
507 1998 STIP Augmentation Fund		960 Community Redevelopment Agency	
508 SB325 Reimbursement Fund	\$23,302.50	961 RDA Housing Pass-Through	
509 S.T.P. Fund		962 Redevelopment Housing Fund	
510 Trans-Traffic Congest Relief Fund		963 Housing Debt	
511 Rail Trail Fund	\$881.25	964 RDA Capital Pass-Through	
600 Community Development Block Grant		965 Redevelopment Capital Improvement Fund	
601 EDBG 94-333 Revolving Loan		966 Redevelopment Debt Service	
602 Community Development Fund		967 Housing Bond Proceeds	
603 08-HOME-4688		968 Non-Housing Bond Proceeds	
604 CDBG Grant 09-STBG-6417		969 RDA Obligation Retirement Fund	
605 11-HOME-7654 Fund	\$0.00	844/944 Sewer Capital Projects Fund	\$105,901.57
606 CDBG Grant 10-EDEF-7261			
607 Prop 84 Grant Fund			
609 13-CDBG-8940			
610 City RDA Projects Fund			
613 Home Program Activities			
620 CASP Train			
630 Asset Seizure Fund			
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			
636 CBTHP Officer			
637 Local Law Enforcement Block Grant			
638 Asset Forfeiture 11470.2 H & S			
639 Special Revenue - Police			
640 Parking District Fund	\$555.64		
670 Federal American Rescue Fund			
691 Museum Fund			
695 Transfer Station Fund			
696 Solid Waste Mitigation Fund	\$604.83		

PAYROLL CHECK NUMBERS: 517244-517340

DIRECT DEPOSIT NUMBERS: 134987-135334

PAYROLL PERIOD: 02/16/25-03/01/25

PAYROLL CHECK NUMBERS: 517341-517419

DIRECT DEPOSIT NUMBERS: 135335-135667

PAYROLL PERIOD: 03/02/25-03/15/25

PAYROLL CHECK NUMBERS:

DIRECT DEPOST NUMBERS:

PAYROLL PERIOD:

VOID CHECK NUMBERS:

517055, 3060855, 3061844, 3061839,
3061798, 361832, 3061848, 3061862,
3061864, 3061819, 3061789, 3061828
3061941, 3061804, 3061838

MANUAL CHECK NUMBERS:

NA

WIRE TRANSFER NUMBERS:

133,134,135,136,137

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

TOTAL DEMAND PAYMENTS- A/P CHECKS	\$11,345,315.41
TOTAL DEMAND PAYMENTS- EFT's	\$0.00
TOTAL PAYROLL CHECKS & DIRECT DEPOSITS	\$1,521,082.89
TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS)	\$843,827.04

* vendor name(if applicable)

TOTAL PAYMENTS \$13,710,225.34

Account Code Summary

Attachment 2

10000000	GENERAL FUND	20012300	COMMUNITY OUTREACH/PUBLIC INFO
10017200	SUCCESSOR AGENCY	20012500	CITY CLERK
10020000	POLICE - GEN FUND	20012600	ECONOMIC DEVELOPMENT
10020210	POLICE PATROL	20012800	EMERGENCY MANAGEMENT
10020214	POLICE VOLUNTEERS	20013210	ACCOUNTS PAYABLE
10020216	COPS GRANT	20013220	PAYROLL
10020217	POLICE ANIMAL CONTROL	20013400	ACCOUNTING
10020218	POLICE CSO	20013401	BUDGET MANAGEMENT
10020220	CODE ENFORCEMENT	20014000	CITY ATTORNEY
10020224	MAJOR CRIMES TASK FORCE	20015100	CITY TREASURER
10021210	CITY FIRE	20016100	HUMAN RESOURCES
10022100	PARKS	20023510	HOUSING GRANTS
10022300	AQUATICS	20023520	NON-HOUSING GRANTS
10022700	MUSEUM - GEN FUND	20100000	WORKER'S COMP FUND
10022810	RECREATION ADMINISTRATION	20116220	WORKERS COMPENSATION
10022821	ADULT BASKETBALL	20200000	LIABILITY FUND
10022822	ADULT SOFTBALL	20216200	RISK MANAGEMENT
10022824	CO-ED VOLLEYBALL	20300000	GARAGE FUND
10022831	YOUTH BASKETBALL	20324100	GARAGE
10022832	YOUTH SOFTBALL	20324110	FLEET MAINTENANCE
10022840	DAY CAMP	20400000	PURCHASING FUND
10022850	CLASSES & CLINICS	20413500	PURCHASING
10022860	SPECIAL ACTIVITIES	20413510	CAPITAL ASSET MANAGEMENT
10022900	COMM SVCS SPECIAL SERVICES	20413520	GRANTS AND SPECIAL PROJECTS
10023100	PLANNING SERVICES	20414000	LEGAL SERVICES/EXPENSES
10023110	CURRENT PLANNING	20500000	BILLING AND COLLECTION FUND
10023300	BUILDING INSPECTION	20513300	UTILITY BILLING
10023320	BUILDING INSPECTION	20513380	METERING-ELECTRIC
10023411	CDBG GENERAL ADMIN	20513382	METERING-WATER
10024200	ENGINEERING/STREETS	20600000	PUBLIC SAFETY DISPATCH FUND
10024210	ENGINEERING	20620231	POLICE UKIAH DISPATCH
10024214	TRAFFIC SIGNAL OPERATIONS	20620232	POLICE FT BRAGG DISPATCH
10024224	STORM WATER	20700000	PAYROLL POSTING FUND
10024310	CORP YARD MAINTENANCE	20800000	BUILDING & MAINTENANCE
10024620	STREETS	20822500	BUILDING & MAINTENANCE
10100000	GF- (SUB-FUND) VISIT UKIAH	20824300	BLDG MAINT CORP YARD
10112700	GF-(SUB-FUND) VISIT UKIAH	20900000	IT FUND
10500000	MEASURE S GENERAL FUND	20913900	INFORMATION TECHNOLOGY
10521210	FIRE AUTHORITY	22000000	FIXED ASSET FUND
10600000	USDA FOREST SERV CWDG	25100000	SPECIAL PROJECTS RESERVE FUND
12000000	STREET REHABILITATION	25200000	STREETS/ROW IMPROVEMENT FUND
12024200	PUBLIC WORKS ENGINEERING	25224220	STREETS/ROW IMPROVEMENT FUND
13000000	GOV'TL DEBT SVC/RESERVE FUND	25300000	PROP 172 FUND
13100000	DEBT SERVICE RESERVE 2022 LRB	25321210	CITY FIRE
20000000	CITY ADMINISTRATIVE SERVICES	30000000	PARK DEVELOPMENT FEES FUND
20010000	CITY COUNCIL	30022200	PARK DEVELOPMENT
20012100	CITY MANAGER	30100000	ANTON STADIUM FUND

Account Code Summary

Attachment 2

20012200	ADMINISTRATIVE SUPPORT	63500000	SUP.LAW ENFORCE.SVC.FD(SLESF)
30200000	OBSERVATORY PARK FUND	63520210	SLESF
30300000	PLAYGROUND & PARK AMENITIES FU	63600000	CBTHP OFFICER
30322230	PLAYGROUND AND PARK AMENITIES	63620210	CBTHP OFFICER
30400000	SWIMMING POOL FUND	63800000	ASSET FORFEITURE 11470.2 H&S F
30522250	RIVERSIDE PARK	63820210	ASSET FORFEITURE 11470 EXPENDI
30600000	SKATE PARK FUND	63900000	SPECIAL REVENUE POLICE
30700000	SOFTBALL COMPLEX FUND	64000000	PKG. DIST. #1 OPER & MAINT FUN
30800000	OPIOD SETTLEMENT FUND	64012600	ECONOMIC DEVELOPMENT
31100000	ARRC GENERAL OPERATING FUND	64020213	POLICE PARKING ENFORCEMENT
31122000	ARRC	67000000	FEDERAL AMERICAN RESCUE FUNDS
31200000	DOWNTOWN BUSINESS IMPROVEMENT	69500000	TRANSFER STATION
31212600	ECONOMIC DEVELOPMENT	69624000	SOLID WASTE MITIGATION FUND
31300000	LMIHF HOUSING ASSET FUND	70000000	SANITARY DISPOSAL SITE FUND
31323400	HOUSING	70024500	LANDFILL 700
31323431	LMI GENERAL ADMIN	70124500	LANDFILL CORRECTIVE
31500000	ADVANCED PLANNING FUND	70200000	DISPOSAL CLOSURE RESERVE FUND
31523100	COMMUNITY PLANNING	70224500	LANDFILL CLOSURE
31600000	SPECIAL RECREATION EVENTS	70400000	POST CLOSURE FUND-SOLID WASTE
31622861	SPECIAL RECREATION EVENTS	71000000	AMBULANCE SERVICES FUND
50000000	GAS TAX FUND	71021100	AMBULANCE SERVICES
50024214	TRAFFIC SIGNAL OPERATIONS	72000000	GOLF FUND
50500000	SIGNALIZATION FUND	72022400	GOLF
50800000	SB325 REIMBURSEMENT FUND	73000000	CONFERENCE CENTER FUND
50824210	SB325 ENGINEERING	73022600	CONFERENCE CENTER
50900000	S.T.P.	77700000	AIRPORT FUND
50924210	STP ENGINEERING	77714000	CITY ATTORNEY
51100000	RAIL TRAIL FUND	77725200	AIRPORT OPERATIONS
51124210	Rail Trail	77800000	AIRPORT CAPITAL IMPROVEMENT FU
60000000	COMM. DEVELOPMT. BLOCK GRANT F	77825200	AIRPORT CAPITAL
60023411	CDBG GENERAL ADMIN	77900000	SPECIAL AVIATION FUND
60023412	CDBG ACTIVITY DELIVERY	77925200	AIRPORT SPECIAL
61100000	CDBG 16-CDBG-11147	80000000	ELECTRIC FUND
61112600	CDBG ECONOMIC DEVELOPMENT	80014000	CITY ATTORNEY
61123410	16-CDBG-11147	80026110	ELECTRIC OVERHEAD
61123411	CDBG GENERAL ADMIN	80026120	ELECTRIC UNDERGROUND
61200000	FUND 612 UNASSIGNED	80026200	TELEMETRY & CALIBRATION
61223400	HOME CDD HOUSING	80026210	SUBSTATION
61223422	HOME ACTIVITY DELIVERY	80026220	HYDROELECTRIC PLANT
61323400	HOME HOUSING ACTIVITIES	80026400	ELECTRIC ADMINISTRATION
61323421	HOME GENERAL ADMIN	80026440	POWER PURCHASES
62000000	CASP CERTIF & TRAINING	80100000	ELECTRIC CAPITAL RESERVE FUND
62023320	CASP CERTIF & TRAINING	80126100	ELECTRIC CIP
63000000	ASSET SEIZURE FUND	80126220	HYDROELECTRIC PLANT
63020210	ASSET SEIZURE EXPENDITURE	80500000	STREET LIGHTING FUND
63300000	H&S EDUCATION 11489(B)(2)(A1)	80526150	STREET LIGHTING
63320210	H&S ASSET SEIZURE EXPENDITURE	80600000	PUBLIC BENEFITS CHARGES FUND

63400000	FEDERAL ASSET SEIZURE GRANTS F
63420250	FED ASSET SEIZURE EXPENDITURE
80626450	PUBLIC BENEFITS
80700000	ELECTRIC CAP AND TRADE FUND
80800000	ELECTRIC LOW CARBON FUEL STDS
80826100	ELECTRIC LOW CARBON FUEL STDS
82000000	WATER FUND
82027110	WATER
82027111	PROD OPERATIONS & MAINTENANCE
82027114	DISTRIB OPERATIONS & MAINT
82100000	WATER CAPITAL RESERVE FUND
82200000	WATER CONNECTION FEE FUND
82227113	WATER DISTRIBUTION CAPITAL
83000000	RECYCLED WATER
83027330	RECYCLED WATER
84000000	CITY/DIST. SEWER OPERATING FUN
84027220	WASTE WATER
84027221	CITY WASTE O & M
84027225	WASTE TREATMENT O & M
84100000	SEWER BOND DEBT SERVICE FUND
84127226	WASTEWATER TREATMENT CAPITAL
84200000	RATE STABILIZATION-CITY FUND
84300000	CONNECTION FEE SEWER FUND (CAP
84400000	CITY SEWER CAPITAL PROJECTS FU
84427221	CITY WASTEWATER O&M 844
84427222	CITY WASTE CAPITAL
90000000	SPECIAL DEPOSIT TRUST FUND
91500000	UKIAH VALLEY FIRE DEPARTMENT
91521400	UVFD FIRE ADMINISTRATION
91600000	UVFD PROP 172
91621400	UVFD PROP 172
91700000	UVFD MEASURE B UNASSIGNED
91721400	UVFD FIRE
91800000	UVFD MITIGATION FEES
91821400	UVFD MITIGATION
92000000	MSWMA OPERATIONS
92200000	MILLVIEW COUNTY WATER DISTRICT
92700000	REDWOOD VALLEY WATER DISTRICT
96900000	REDEVELOPMENT OBLIGATION RETIR
96917200	SUCCESSOR AGENCY
96995669	969 - RDA OBLIGATION RETIREMEN

Object Code Summary

Attachment 3

51211	PERS UNFUNDED LIABILITY	54101	POSTAGE
51220	INSURANCE	54102	SMALL TOOLS
51230	WORKERS COMP	54103	LAB SUPPLIES
51240	MEDICARE	54106	SPECIALTY SUPPLIES
51260	FICA	54107	EMS SUPPLIES
51270	UNIFORM ALLOWANCE	54120	PW - SPECIAL SUPPLIES
51290	CELL PHONE STIPEND	54121	PW - ASPHALT CONCRETE
52100	CONTRACTUAL SERVICES	54122	PW - AGGREGATE BASE
52110	AMBULANCE BILLING	54124	PW - CONCRETE/SUPPLIES
52111	DEFIBRILLATOR MAINTENANCE	54125	PW - TRAFFIC PAINT
52112	M. S. OVERSIGHT	54126	PW-PREMARKS
52113	PLANNING STUDIES	54127	PW - SIGN POSTS/SHEETING
52114	COMPLIANCE STUDIES	54128	PW - COLD PATCH MATERIAL
52130	EDUCATIONAL & MARKETING MATL'S	54129	PW - TACK OIL
52131	ASSISTANCE TO SENIORS	54130	PW - SAFETY
52133	MONTHLY DISCOUNT PROGRAM	54131	PW - BARRICADES & CONES
52134	GENERAL ADMIN	54161	BACKGROUND & PHYSICALS
52135	ENERGY CONSERVATION PROGRAM	54162	ADVERTISING
52137	PUBLIC BENEFITS PROGRAM MGMT	54163	INTERVIEW SUPPLIES
52139	RESEARCH DEVELOPMENT & DEMO	54165	NEW EMPLOYEE FINGERPRINT
52150	LEGAL SERVICES/EXPENSES	54166	DOT TESTING PROGRAM
52151	EMPLOYEE BENEFIT ADMIN FEES	54167	EMPLOYEE DEVELOPMENT
52155	ACTIVITY DELIVERY	54169	LIVESCAN
52180	SECURITY SERVICES	54201	PRISONER EXPENSE
52181	VOLUNTEER EXPENSES	54202	MAJOR CRIME INVESTIGATIONS
52301	PROPERTY TAX ADMIN FEE	54203	RECRUITMENT
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 & PROPERTY DEDUCT	55200	PG&E
52524	PROPERTY INSURANCE PREMIUM	55210	UTILITIES
52525	WORKER'S COMP. EXPENSE	56100	VEHICLE & EQUIPMENT MAINT. & R
52526	REMIF ASSESSMENT PAYMENTS	56112	EQUIPMENT PARTS FOR RESALE
52527	A.D.P. PREMIUM & DEDUCTIBLE	56120	EQUIPMENT MAINTENANCE & REPAIR
52528	LIABILITY INSURANCE	56125	LAB EQUIP-REPAIR & MAINT.
52529	EARTHQUAKE & FLOOD (DIC)	56130	EXTERNAL SERVICES
52532	SAFETY & TRAINING SUPPORT	56210	FUEL & FLUIDS
52533	UVFA RETIREE HEALTH INS	56300	BUILDING MAINT. & REPAIR
52600	RENT	56410	EQUIPMENT RENTAL - PRIVATE
52601	DATA STORAGE & CONNECTIVITY	56504	FACILITY MAINTENANCE & REPAIR
52602	RENTAL OF CITY PROPERTY	56600	AIRFIELD MAINTENANCE & REPAIR
52841	SUCCESSOR AGENCY ADMIN	57100	LEARNING AND DEVELOPMENT
53000	LAWSUIT SETTLEMENT	57101	CONF & TRAINING-AQUATICS
54100	SUPPLIES	57300	MEMBERSHIPS & SUBSCRIPTIONS

58101 NCPA PLANT GENERATION
58102 NCPA POWER PURCHASES
58103 NCPA TRANSMISSION
58104 NCPA MANAGEMENT SERVICES
58105 NCPA THIRD PARTY SALES
58202 CHEMICALS
58401 AVIATION FUEL
58410 GARAGE LUBRICANTS & PARTS
58510 REIMBURSABLE JOBS
59100 PROPERTY TAXES PAID
59101 FEES
59102 FRANCHISE FEES
59105 CONTRIBUTIONS TO OTHER AGENCY
59106 SENIOR TRASH SUBSIDY
59108 BANK FEES
59400 OTHER EXPENSES
59500 LOANS ISSUED
59502 SCHOLARSHIPS
61200 PURCHASING ALLOCATION
61300 BILLING & COLLECTION ALLOCATIO
61410 RENT ALLOCATION
61420 BUILDING MAINTENANCE ALLOCATIO
61422 IT ALLOCATION
61430 CORP YARD ALLOCATION
61500 INSURANCE ALLOCATION
61600 GARAGE ALLOCATION
61700 DISPATCH
62100 ADMIN & OVERHEAD ALLOCATION
63000 INTERFUND SERVICES USED
70101 LOAN PAYMENTS MADE
70102 BOND INTEREST EXPENSE
70103 LOAN INTEREST
70201 LOAN PRINCIPAL PAYMENTS
70202 BOND PRINCIPAL PAYMENTS
74500 CAPITAL LEASE PRINCIPAL
74501 CAPITAL LEASE INTEREST
80100 MACHINERY & EQUIPMENT
80210 LAND ACQUISITION
80220 BUILDING IMPROVEMENTS
80230 INFRASTRUCTURE
90100 LOAN PROCEEDS
90101 LOAN PAYMENT RECEIVED

List of Checks Presented for Approval on 3/7/2025

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		
ADAMSON POLICE PRODUCTS	INV429389	3" FACEPLATE, DIGITAL REMOTE HEAD	\$460.89	10521210-56130	EXTERNAL SERVICES	\$460.89
Vendor Total:						\$460.89
ALL STAR FIRE EQUIPMENT, INC	261803	LION PBI MAX TURNOUT COAT, LION PBI MAX PANTS	\$2,765.74	71021100-54106	SPECIALTY SUPPLIES	\$2,765.74
Vendor Total:						\$2,765.74
AMANDA F WILLIAMS	2/4-25/25	INSTRUCTOR	\$280.00	10022850-52100	CONTRACTUAL SERVICES	\$280.00
Vendor Total:						\$280.00
AMAZON CAPITAL SERVICES, INC	19YX-K69F- CTPF	CORDLESS MINI BLINDS	\$322.62	20824700-56300	BUILDING MAINT. & REPAIR	\$322.62
	1LX7-D4GH- P3K6	INDOOR TABLETOP SCOREBOARDS	\$1,629.87	90000000-23256	SPECIAL EVENTS TRUST	\$1,629.87
	1Y7F-RTCP- HDWY	WALL CALENDAR	\$15.78	20013400-54100	SUPPLIES	\$15.78
	1NTT-7J1G- HCKP	HEAVY DUTY EXPANDING FILES	\$24.44	20016100-54100	SUPPLIES	\$24.44
	1GN1-3GCD- D34D	COLORLED COPY PAPER	\$83.30	20513300-54100	SUPPLIES	\$83.30
	1794-NLXQ- 4CN9	SAMSUNG 55" HDR SMART TV	\$407.73	20620231-54100	SUPPLIES	\$407.73
	1L4J-LKWQ- G19L	WALL CALENDAR	\$13.05	20824700-54100	SUPPLIES	\$13.05
	1MGL- WM61N66V	OFFICE DESK NAME PLATE	\$17.76	84027225-54100	SUPPLIES	\$17.76
	1936-QVHG- MNWJ	DISPLAY PORT CABLE, HEAVY DUTY MONITOR, POWER CORD	\$133.45	84027225-54100	SUPPLIES	\$133.45
	1YD6-PTX1- 66X3	AMBIENT WEATHER STATION	\$146.92	84027225-54100	SUPPLIES	\$146.92
Vendor Total:						\$2,794.92
ASCENT AVIATION GROUP INC	1094448	JET A FUEL	\$23,031.42	77725200-58401	AVIATION FUEL	\$23,031.42
	1094450	AVGAS	\$35,559.64	77725200-58401	AVIATION FUEL	\$35,559.64
Vendor Total:						\$58,591.06
AT&T	2799 MAR 25	INTERNET	\$125.01	10022100-55100	TELEPHONE	\$125.01
	3138 FEB 25	DSL FOR 911 REMOTE SUPPORT	\$251.45	20620231-55100	TELEPHONE	\$251.45
Vendor Total:						\$376.46

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AT&T MOBILITY	875108535X0 2142025	VOICE & DATA CELL PHONES	\$886.14	10023200-54330	COMPUTER AND TECHNOLOGY	\$43.23
				10023320-54330	COMPUTER AND TECHNOLOGY	\$43.23
				92227410-54330	COMPUTER AND TECHNOLOGY	\$3.33
				92727510-54330	COMPUTER AND TECHNOLOGY	\$3.33
				93227610-54330	COMPUTER AND TECHNOLOGY	\$3.33
				10022100-55100	TELEPHONE	\$259.38
				10022700-55100	TELEPHONE	\$23.24
				10022810-55100	TELEPHONE	\$86.46
				20913900-55100	TELEPHONE	\$86.46
				80026400-55100	TELEPHONE	\$55.44
				82027114-55100	TELEPHONE	\$43.23
				84027221-55100	TELEPHONE	\$136.43
				92227410-55100	TELEPHONE	\$14.54
				92727510-55100	TELEPHONE	\$14.54
				93227610-55100	TELEPHONE	\$14.53
				82027111-55210	UTILITIES	\$55.44
	28730313870 0X021025	FIRE CELL PHONES, IPAD, PHONE	\$2,374.11	10521210-55100	TELEPHONE	\$1,068.35
				10523600-55100	TELEPHONE	\$118.71
				10621600-55100	TELEPHONE	\$237.41
				71021100-55100	TELEPHONE	\$474.82
				71021150-55100	TELEPHONE	\$474.82
Vendor Total:					\$3,260.25	
BNY WESTERN TRUST CO	CT2121905 FEB 25	UKIAH CITY CA WTR REV REFUNDING 3/16 FA	\$141,284.38	82200000-70102	BOND INTEREST EXPENSE	\$141,284.38
	00252-24- 0002217	WATER REV REFUNDING BONDS SERIES 2016 ANNUAL FEES	\$1,375.00	82227113-52500	TRUSTEE FEES	\$1,375.00
Vendor Total:					\$142,659.38	
CHROMAGRAPHERICS	106489	BUSINESS CARDS: E RODELLO	\$66.28	10020210-54100	SUPPLIES	\$66.28
	106654	BUSINESS CARDS: M NELSON	\$66.28	73022600-54100	SUPPLIES	\$66.28
Vendor Total:					\$132.56	

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CINDY SAUERS	TR 2/24-25/25	TRAVEL REIMBURSEMENT	\$432.98	80026400-57100	LEARNING AND DEVELOPMENT	\$432.98
					Vendor Total:	\$432.98
CITIBANK N.A.	1/21-2/21/25	ADOBE SOFTWARE RENEWAL, FEES	\$717.90	20413500-54700	FINES & PENALTIES	\$58.02
				10022700-54320	SOFTWARE	\$659.88
					Vendor Total:	\$717.90
COFFEE CRITIC INC, THE	R37522	MISC. COFFEE SUPPLIES AS NEEDED	\$100.00	20012200-54100	SUPPLIES	\$100.00
					Vendor Total:	\$100.00
COLLEEN HOLLY HUNT	02497	24/25 STORM WATER SUPPORT SERV	\$7,742.03	10024224-52100	CONTRACTUAL SERVICES	\$7,742.03
					Vendor Total:	\$7,742.03
COMCAST	5488 FEB 25	INTERNET SERVICES	\$142.77	10521210-55100	TELEPHONE	\$64.25
				10523600-55100	TELEPHONE	\$7.14
				10621600-55100	TELEPHONE	\$14.28
				71021100-55100	TELEPHONE	\$28.55
				71021150-55100	TELEPHONE	\$28.55
	1067 MAR 25	INTERNET SERVICES	\$356.69	10521210-55100	TELEPHONE	\$160.51
				10523600-55100	TELEPHONE	\$17.83
				10621600-55100	TELEPHONE	\$35.67
				71021100-55100	TELEPHONE	\$71.34
				71021150-55100	TELEPHONE	\$71.34
	0472 FEB 25	INTERNET SERVICES	\$163.86	20913900-55100	TELEPHONE	\$163.86
					Vendor Total:	\$663.32
CONNECTWISE LLC	INV01330153	CONNECTWISE IT HELPDESK SOFTWARE	\$700.07	20913900-54320	SOFTWARE	\$700.07
					Vendor Total:	\$700.07
CUMMINS INC	Y7-250210729	4P1BAFF9JA019432, YEAR 2018 QUOTE TO OVERHAUL ENG	\$7,444.05	10521210-56130	EXTERNAL SERVICES	\$7,444.05
	Y7-250110685	4P1BAFF9JA019432, YEAR 2018 QUOTE TO OVERHAUL ENG	\$31,391.28	10521210-56130	EXTERNAL SERVICES	\$31,391.28
					Vendor Total:	\$38,835.33
DANIEL BUFFALO	TR 2/17-21/25	TRAVEL REIMBURSEMENT	\$377.60	20013400-57100	LEARNING AND DEVELOPMENT	\$377.60
					Vendor Total:	\$377.60

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DANIEL STEEL & MACHINE INC	013125-C	CRANE SERVICES AS NEEDED AT WW	\$710.00	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$710.00
					Vendor Total:	\$710.00
DAYS INN	53724-001	SOLAR REFUND 2024-2025 TRUE UP	\$5,378.27	80000000-48185	RENEWABLE ENERGY CREDITS	\$5,378.27
					Vendor Total:	\$5,378.27
DC CUSTOMS INC	201231	WINCH	\$1,977.12	10521210-56130	EXTERNAL SERVICES	\$1,977.12
	200583	MX CLASSIC SERIES FULL SIZE 5.5' & 6.5' PAINT TO	\$5,433.95	10521210-56130	EXTERNAL SERVICES	\$5,433.95
					Vendor Total:	\$7,411.07
DEFATTE EQUIPMENT INC	36558	FAE BL0/EX MULCHER FOR CAT 304 EXCAVATOR	\$18,338.75	10022100-56130	EXTERNAL SERVICES	\$2,621.82
				10024620-56130	EXTERNAL SERVICES	\$2,621.82
				77725200-56130	EXTERNAL SERVICES	\$2,621.82
				82027111-56130	EXTERNAL SERVICES	\$2,607.82
				82027114-56130	EXTERNAL SERVICES	\$2,621.83
				84027221-56130	EXTERNAL SERVICES	\$2,621.82
				84027225-56130	EXTERNAL SERVICES	\$2,621.82
					Vendor Total:	\$18,338.75
DEPARTMENT OF JUSTICE	793441	FINGERPRINTING	\$164.00	10020210-54169	LIVESCAN	\$164.00
	793559	FINGERPRINTING	\$655.00	10020210-54169	LIVESCAN	\$655.00
					Vendor Total:	\$819.00
DIAMOND D CONSTRUCTION	21225	CLEAR SLIDE GOLF COURSE WATER TANK	\$30,042.00	82027111-52100	CONTRACTUAL SERVICES	\$30,042.00
					Vendor Total:	\$30,042.00
EFAX CORPORATE	5271032	EFAX SERVICES	\$160.60	20012200-52100	CONTRACTUAL SERVICES	\$160.60
					Vendor Total:	\$160.60
ELECTRICAL EQUIPMENT CO INC	703335	REPAIR FOR 40HP MOTOR	\$3,256.49	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,256.49
					Vendor Total:	\$3,256.49
ELLIES MUTT HUT	087491	INTERVIEW LUNCHES	\$66.86	20016100-54163	INTERVIEW SUPPLIES	\$66.86
					Vendor Total:	\$66.86
EUREKA OXYGEN CO	479142	EQUIPMENT MAINTENANCE	\$630.99	80026110-54100	SUPPLIES	\$630.99
					Vendor Total:	\$630.99

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EVERGREEN JOB & SAFETY TRAINING INC	1960	JOB AND SAFETY TRAINING – FEB 25	\$2,395.00	80026110-52100	CONTRACTUAL SERVICES	\$2,395.00
					Vendor Total:	\$2,395.00
FEDERAL EXPRESS	8-784-57285	SHIPPING SERVICES	\$78.84	71021150-57100	LEARNING AND DEVELOPMENT	\$78.84
	8-770-60155	SHIPPING SERVICES	\$148.48	10020210-54101	POSTAGE	\$148.48
					Vendor Total:	\$227.32
FERGUSON US HOLDINGS INC	0280743	THRUST RACE WSHR, NDL THRUST BRNG, WSHR FEED THRUS	\$628.63	82027114-54100	SUPPLIES	\$628.63
					Vendor Total:	\$628.63
FINANCIAL PACIFIC LEASING INC	013-1374627-002 6	2019 SKBT FIRE TRUCK	\$12,872.00	10000000-74501	CAPITAL LEASE INTEREST	\$1,586.35
				10000000-74500	CAPITAL LEASE PRINCIPAL	\$11,285.65
					Vendor Total:	\$12,872.00
GHD INC	380-0064669	SCHOOL STREET MULTIMODAL TRANS	\$3,890.82	10024210-52100	CONTRACTUAL SERVICES	\$3,890.82
	380-0065153	PLAN AND SPEC PREP - RAIL TRAI	\$881.25	51124210-80230	INFRASTRUCTURE	\$881.25
					Vendor Total:	\$4,772.07
GOLDEN GATE BRIDGE TOLL	I712527525956	BRIDGE TOLL FEES	\$8.00	71021150-56130	EXTERNAL SERVICES	\$8.00
	I692426205295	BRIDGE TOLL FEE	\$20.50	71021150-56130	EXTERNAL SERVICES	\$20.50
					Vendor Total:	\$28.50
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CI049384	SWITCHES	\$454.46	10521210-56130	EXTERNAL SERVICES	\$454.46
					Vendor Total:	\$454.46
GRAINGER INC	8372380841	GARDEN HOSE ADAPTERS	\$85.54	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$85.54
					Vendor Total:	\$85.54
GRANITE CONSTRUCTION COMPANY	2889658	MISC ROCK & ROAD PATCH MATERIA	\$5,356.65	10024620-54128	PW - COLD PATCH MATERIAL	\$5,356.65
					Vendor Total:	\$5,356.65
HD SUPPLY INC	INV00606045	HACH INTELICAL PH ELECTRODE	\$479.05	82027111-54100	SUPPLIES	\$479.05
	INV00604785	LOVES, CHESSEL CHART PEN, BALL VALVE	\$479.53	82027111-54100	SUPPLIES	\$479.53
	INV00603434	HACH DR300 CHLORINE, HACH SATURATED KCI SOLUTION	\$819.00	82027111-54100	SUPPLIES	\$819.00

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HD SUPPLY INC	INV00603478	HACH LAB PH METER, HDPE TUBING	\$1,597.09	82027111-54100	SUPPLIES	\$1,597.09
					Vendor Total:	\$3,374.67
INTEGRITY SHRED LLC	167158	DOCUMENT SHREDDING	\$1,093.40	20012500-52100	CONTRACTUAL SERVICES	\$1,093.40
	167288	DOCUMENT SHREDDING	\$76.00	10020210-54100	SUPPLIES	\$38.00
				20620231-54100	SUPPLIES	\$38.00
					Vendor Total:	\$1,169.40
INTERCOUNTY MECHANICAL & ELECTRICAL INC	9559-B	REPLACE BELIMO OPERATOR	\$1,800.00	31122000-56300	BUILDING MAINT. & REPAIR	\$1,800.00
					Vendor Total:	\$1,800.00
JACINTO WALTERS AUTOMOTIVE LLC	0002442	SPARK PLUGS	\$116.87	10020210-56130	EXTERNAL SERVICES	\$116.87
					Vendor Total:	\$116.87
KAREN POPLAWSKI	2/4-25/25	INSTRUCTOR	\$217.00	10022850-52100	CONTRACTUAL SERVICES	\$217.00
					Vendor Total:	\$217.00
LACO ASSOCIATES	53745	RVCWD DWR GRANT PROJECT MANAGEMENT	\$12,152.50	92727500-52100	CONTRACTUAL SERVICES	\$12,152.50
					Vendor Total:	\$12,152.50
LARRY WALKER ASSOCIATES INC	00564.08-40	WASTEWATER, STORMWATER, AND RECYCLE WATER PERMIT S	\$667.50	84027225-52100	CONTRACTUAL SERVICES	\$667.50
	00713.01-9	RVCWD NEW WATER SUPPLY	\$17,360.51	92727500-52100	CONTRACTUAL SERVICES	\$17,360.51
					Vendor Total:	\$18,028.01
LIFE ASSIST INC	1553806	MISC. EMS SUPPLIES AS NEEDED	\$363.54	10521210-54107	EMS SUPPLIES	\$181.77
				71021100-54107	EMS SUPPLIES	\$181.77
					Vendor Total:	\$363.54
M. J. DONOVAN ENTERPRISES INC	161342	GRAPHIC KIT FOR EXPLORER INTERCEPTOR	\$904.00	10020210-56130	EXTERNAL SERVICES	\$904.00
					Vendor Total:	\$904.00
MCMASTER-CARR SUPPLY CO	38719612	TEFLON FEP SEMI CLEAR TUBING FOR CHEMICALS	\$298.37	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$298.37
	40200312	RVCWD-QUICK DISCONNECT, STEEL TUBING, PIPE FITTING	\$428.46	92727510-54100	SUPPLIES	\$428.46
					Vendor Total:	\$726.83
MENDO MILL & LUMBER CO	28774/1	YARD TAG SALE, QK POST CRETE	\$37.70	92727520-52100	CONTRACTUAL SERVICES	\$37.70
					Vendor Total:	\$37.70

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MIRANDA MELLUS	MELLUS	REFUND: OVERPAYMENT FOR MEDICAL	\$200.00	71000000-10415	ACCRUED REVENUE	\$200.00
Vendor Total:						\$200.00
MOTION INDUSTRIES INC	CA23-00549430	99917197 (COMPLETE PUMP AND MOTOR) CR10-08 A-GJ-A-	\$6,078.81	70024500-54100	SUPPLIES	\$6,078.81
Vendor Total:						\$6,078.81
MUNICIPAL MAINTENANCE EQUIPMENT	032480	POWER CLAMP	\$219.90	84027221-56130	EXTERNAL SERVICES	\$219.90
	032493	POWER CLAMP	\$226.18	84027221-56130	EXTERNAL SERVICES	\$226.18
	032617	HOSE END WELDMENT	\$689.54	84027225-56130	EXTERNAL SERVICES	\$689.54
Vendor Total:						\$1,135.62
MYLES FISSETTE	TR 2/18-21/25	TRAVEL REIMBURSEMENT	\$506.30	20413500-57100	LEARNING AND DEVELOPMENT	\$506.30
Vendor Total:						\$506.30
NBS GOVERNMENT FINANCE GROUP	202502-1129	CONSULTING FOR AB1600 REPORTIN	\$8,250.00	20013400-52100	CONTRACTUAL SERVICES	\$8,250.00
Vendor Total:						\$8,250.00
NEARY AND O'BRIEN	8775	LEGAL SERVICES	\$420.00	92227400-52150	LEGAL SERVICES/ EXPENSES	\$420.00
Vendor Total:						\$420.00
NICK BARBIERI TRUCKING LLC	1188683-IN	CARDLOCK FUEL PURCHASES	\$135.38	10021210-56130	EXTERNAL SERVICES	\$135.38
	1189397-IN	CARDLOCK FUEL PURCHASES	\$98.56	20324100-58410	GARAGE LUBRICANTS & PARTS	\$98.56
	1188684-IN	CARDLOCK FUEL PURCHASES	\$133.01	20324100-58510	REIMBURSABLE JOBS	\$133.01
Vendor Total:						\$366.95
PACE SUPPLY CORPORATION	0210236137	NIPPLE PVC SCH, SOC COUPLING, MIP ADAPTER, SOC BUS	\$187.37	92727520-52100	CONTRACTUAL SERVICES	\$187.37
	0210172710	BRASS NIPPLE, LF FULL PORT BALL VALVE	\$81.52	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$81.52
	0210199106	GRIPPER PLUG CHERNE	\$60.70	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.70
	0210213032	GRIPPER PLUG CHERNE	\$61.08	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$61.08
	0210171664	COUPLING W/SR MISSION	\$149.27	82000000-12104	INVENTORY - PURCHASES	\$149.27
	029986532	(M-65-ULT) METER, ULTRASONIC, 3/4" X 7-1/2" E-SERI	\$20,085.50	82000000-12104	INVENTORY - PURCHASES	\$20,085.50
	0210159237	SOCXMIP ADPT W/ BRASS INSERT	\$4,629.75	82027114-54100	SUPPLIES	\$4,629.75

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	0210171664-1	4 DI/AC CI/PL COUPLING W/SR MISSION	\$298.55	84027221-54100	SUPPLIES	\$298.55
	029962637	E SERIES METER	\$7,217.32	92227420-54100	SUPPLIES	\$7,217.32
	0210201133	LIQ FILLED, SS NIPPLE SCH40	\$18.27	92727520-54100	SUPPLIES	\$18.27
	0296785742-2	M25 HR-E 8D ENCODER REGISTER US GAL BADGER	\$10,716.70	92727520-54100	SUPPLIES	\$10,716.70
	Vendor Total:					\$43,506.03
PARCEL QUEST	27658	PARCELQUEST PARCEL CLIPPING LI	\$7,000.00	20913900-54320	SOFTWARE	\$7,000.00
					Vendor Total:	
PARKER, LUCAS AND ASSOCIATES	51	SERVICING EXISTING CONTRACTS	\$1,500.00	20023510-52100	CONTRACTUAL SERVICES	\$1,500.00
					Vendor Total:	
PEYTON EWING	TR 2/18-21/25	TRAVEL REIMBURSEMENT	\$599.80	20013400-57100	LEARNING AND DEVELOPMENT	\$599.80
					Vendor Total:	
PITNEY BOWES INC	1026979728	POSTAGE MACHINE LEASE & SUPPLIES	\$312.15	20513300-54101	POSTAGE	\$312.15
					Vendor Total:	
PUBLIC SERVICE DEPARTMENT	301007-001	UTILITIES REFUND	\$1,500.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$1,500.00
					Vendor Total:	
RINEHART OIL INC	CL46043	FUEL CARD CHARGES AS NEEDED	\$3,872.78	10020210-56210	FUEL & FLUIDS	\$3,872.78
	CL46062	FUEL CARD CHARGES AS NEEDED	\$65.38	84027225-56210	FUEL & FLUIDS	\$65.38
	Vendor Total:					\$3,938.16
SAFEWAY INC	JAN 25	MISC. PURCHASES AS REQUIRED	\$54.41	10022700-54100	SUPPLIES	\$14.97
				10022700-54100	SUPPLIES	\$18.48
				77725200-54100	SUPPLIES	\$20.96
				Vendor Total:		\$54.41
SANTA ROSA JUNIOR COLLEGE	AR25-01084	REGISTRATION: A KINNEY	\$227.00	10020210-57100	LEARNING AND DEVELOPMENT	\$227.00
					Vendor Total:	
SNAP-ON INDUSTRIAL	ARV/63885205	21PC AIR HMR BIT ESS FSET RED	\$2,256.43	20324100-54102	SMALL TOOLS	\$2,256.43
					Vendor Total:	
SOUTHERN TIRE MART LLC	7740009041	TIRES, TUBES, REPAIRS & LABOR	\$32.67	10020210-56130	EXTERNAL SERVICES	\$32.67
	7740009071	TIRES, TUBES, REPAIRS & LABOR	\$565.13	10020210-56130	EXTERNAL SERVICES	\$565.13
	7740009042	TIRES, TUBES, REPAIRS & LABOR	\$1,427.97	10521210-56130	EXTERNAL SERVICES	\$1,427.97

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SOUTHERN TIRE MART LLC	7740009216	TIRES, TUBES, REPAIRS & LABOR	\$1,204.69	82027114-56130	EXTERNAL SERVICES	\$1,204.69
	7740009057	TIRES, TUBES, REPAIRS & LABOR	\$604.83	69620114-59501	GRANTS ISSUED	\$604.83
	7740009151	TIRES, TUBES, REPAIRS & LABOR	\$209.86	20324100-58510	REIMBURSABLE JOBS	\$209.86
	7740009136	TIRES, TUBES, REPAIRS & LABOR	\$14.00	10022100-54100	SUPPLIES	\$14.00
Vendor Total:						\$4,059.15
STATE WATER RESOURCES CONTROL BOARD	LW-1049136	ANNUAL WATER SYSTEM FEE INVOICE 7/1/24-6/30/25	\$18,537.40	82027110-59101	FEES	\$18,537.40
	Vendor Total:					\$18,537.40
STERICYCLE INC	8009894794	SHARPS DISPOSAL AS NEEDED	\$57.96	10020210-54100	SUPPLIES	\$57.96
	Vendor Total:					\$57.96
TGIF REPAIRS INC	7356	PRINTER MAINTENANCE	\$1,424.22	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,424.22
	Vendor Total:					\$1,424.22
THOMAS KITA	BA FY 24/25	BOOT ALLOWANCE	\$105.72	20513380-54100	SUPPLIES	\$105.72
	Vendor Total:					\$105.72
TRI-CITIES ANSWERING SERVICE & CALL CENTER INC	872003012025	ANSWERING SERVICES	\$90.86	92227410-55100	TELEPHONE	\$90.86
	872002012025	ANSWERING SERVICES	\$100.00	92227410-55100	TELEPHONE	\$100.00
	872403012025	ANSWERING SERVICES	\$90.00	92727500-55100	TELEPHONE	\$90.00
	872402012025	ANSWERING SERVICES	\$100.00	92727500-55100	TELEPHONE	\$100.00
	87402012025	ANSWERING SERVICES	\$100.00	92727500-55100	TELEPHONE	\$100.00
Vendor Total:						\$480.86
TRIGON CORPORATION	151989	WIPEOFF AEROSOL	\$455.21	10024620-54100	SUPPLIES	\$455.21
	Vendor Total:					\$455.21
UNITED SITE SERVICES	INV-5157323	PORTABLE TOILET RENTAL CONTRACT	\$157.39	80026220-52100	CONTRACTUAL SERVICES	\$157.39
	Vendor Total:					\$157.39
UNIVAR SOLUTIONS USA INC	52799875	LIQUID SODIUM HYPOCHLORITE 12.	\$17,204.36	84027225-58202	CHEMICALS	\$17,204.36
	Vendor Total:					\$17,204.36
US POST OFFICE	243 FY 24/25 1	FIRST CLASS PRESORT	\$350.00	20513300-54101	POSTAGE	\$350.00
	Vendor Total:					\$350.00
VALLEY POWER SYSTEMS NORTH INC	J 57181	SPIN OF FUEL FILT, FILTER CARTRIDGE	\$377.89	84027225-56130	EXTERNAL SERVICES	\$377.89
	Vendor Total:					\$377.89

List of Checks Presented for Approval on 3/7/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VERIZON WIRELESS	6106465551	DATA & EMERGENCY LOANER PHONES	\$698.18	10022300-55100	TELEPHONE	\$38.01
				10022810-55100	TELEPHONE	\$78.02
				10022840-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$19.01
				10024620-55100	TELEPHONE	\$9.50
				70024500-55100	TELEPHONE	\$9.50
				77725200-55100	TELEPHONE	\$80.02
				80026210-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$312.09
				82027110-55100	TELEPHONE	\$41.17
				84027221-55100	TELEPHONE	\$17.42
				84027225-55100	TELEPHONE	\$17.42
				Vendor Total:		\$698.18
WILLOW COUNTY WATER DIST	10010 FEB 25	WATER SERVICES: 1500 S STATE ST	\$47.04	10521210-55210	UTILITIES	\$32.93
				10621600-55210	UTILITIES	\$14.11
	40353 JAN 25	WATER SERVICES: 1640 S STATE ST	\$140.33	31122000-55210	UTILITIES	\$140.33
	40353 FEB 25	WATER SERVICES: 1640 S STATE ST	\$158.41	31122000-55210	UTILITIES	\$158.41
	81154 FEB 25	WATER SERVICES: SEWER TREATMENT PLANT	\$128.26	84027225-55210	UTILITIES	\$128.26
				Vendor Total:		\$474.04
				INVOICE TOTAL:		\$515,649.25

List of Checks Presented for Approval on 3/14/2025

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



MJR

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ADVANCED COLLISION REPAIR INC	2807	F-350 PAINT, PRIMER, DIAMOND PLATE, CUBBY REPAIR	\$4,316.37	10022100-56130	EXTERNAL SERVICES	\$4,316.37
					Vendor Total:	\$4,316.37
ADVANCED SECURITY SYSTEMS	724579	ADVANCE SECURITY SYSTEM FOR RA	\$426.00	10022100-52180	SECURITY SERVICES	\$426.00
					Vendor Total:	\$426.00
AFLAC	024835	FEB 25 CANCER/LIFE/ACCIDENTAL INSURANCE	\$6,750.06	20700000-20527	SECTION 125 (CANCER & LIFE)	\$6,750.06
					Vendor Total:	\$6,750.06
ALHAMBRA NATIONAL WATER	5109554030625	DRINKING WATER SERVICES	\$115.89	84027225-54100	SUPPLIES	\$115.89
					Vendor Total:	\$115.89
AMAZON CAPITAL SERVICES, INC	1H3J-TG3Y-17T9	LED FORWARD WORK LAMP	\$61.44	10024620-56130	EXTERNAL SERVICES	\$61.44
	1YD6-PTX1-6RPX	FLUKE TEST LEADS	\$70.52	80026110-54102	SMALL TOOLS	\$70.52
	11L4-947R-9XG6	BOLT CUTTERS	\$325.52	82027111-54102	SMALL TOOLS	\$325.52
	1QDC-NGLP-7969	PORTABLE POWER BANK WITH AC OUTLET	\$116.60	90000000-23256	SPECIAL EVENTS TRUST	\$116.60
	1T3J-4J1W-H7RN	DAY CAMP SUPPLIES	\$774.55	10022840-54100	SUPPLIES	\$774.55
	1KQL-4QT1-H9PM	DELL DOCK	\$224.17	20913900-54100	SUPPLIES	\$224.17
	1N6V-WN34-3DXJ	WOODEN COFFEE STIR STICKS, PAPER NAPKINS, PLATES	\$114.66	73022600-54100	SUPPLIES	\$114.66
	1NTW-94PH-NMC9	WHITE-OUT MINI CORRECTION TAPE, SAFETY GLASSES	\$338.54	82027114-54100	SUPPLIES	\$169.27
				84027221-54100	SUPPLIES	\$169.27
	11L4-947R-4KVV	FIRE RESISTANT OVERALLS, JACKETS	\$910.99	82027114-54100	SUPPLIES	\$455.50
				84027221-54100	SUPPLIES	\$455.49
	Vendor Total:	\$2,936.99				
ARACELI SANDOVAL	TR 2/16-23/25	TRAVEL REIMBURSEMENT	\$429.58	20012500-57100	LEARNING AND DEVELOPMENT	\$429.58
					Vendor Total:	\$429.58

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ARROW FENCING	52858	INSTALL CHAINLINK FENCE WITH GATES AND POST	\$12,261.66	92727510-52100	CONTRACTUAL SERVICES	\$12,261.66
Vendor Total:						\$12,261.66
AT&T	5555 FEB 25	MILLVIEW LANDLINE	\$243.00	92227410-55100	TELEPHONE	\$243.00
Vendor Total:						\$243.00
AT&T MOBILITY	28733821X03 092025	DATA WATER/SEWER	\$1,261.89	82027114-55100	TELEPHONE	\$630.95
				84027221-55100	TELEPHONE	\$630.94
Vendor Total:						\$1,261.89
BADGER METER INC	80188069	ORION CELLULAR LTE SERVICE UNIT, MOBILE HOSTING	\$311.57	92227420-54320	SOFTWARE	\$177.59
				92727520-54320	SOFTWARE	\$133.98
	1712169	MOBILE READ MODULE SERVICE UNITS/LOGIN ANNUAL	\$1,200.00	92227420-54320	SOFTWARE	\$600.00
				92727520-54320	SOFTWARE	\$600.00
Vendor Total:						\$1,511.57
BNY WESTERN TRUST CO	00252-25-0005082	UKIAH PUB FA LRB SERIES 2020A	\$1,375.00	20813400-52500	TRUSTEE FEES	\$1,375.00
Vendor Total:						\$1,375.00
CAROLLO ENGINEERS INC	FB62715	DESIGN PHASES I&II RECYCLED WA	\$90,877.75	83027330-80230	INFRASTRUCTURE	\$90,877.75
Vendor Total:						\$90,877.75
CLIPPER CONTROLS INC	14510	PROCESS AND TEMPERATURE METER, SS U-BOLT KIT	\$1,823.83	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,823.83
Vendor Total:						\$1,823.83
CWD GROUP LLC	168970	CHEMICAL INJECTION QUILLS	\$225.72	82027111-54100	SUPPLIES	\$225.72
Vendor Total:						\$225.72
D WALTER K BARR	8645	DOT PHYSICALS	\$540.00	20016100-54161	BACKGROUND & PHYSICALS	\$240.00
				20324100-54161	BACKGROUND & PHYSICALS	\$150.00
				84027221-54161	BACKGROUND & PHYSICALS	\$150.00
	8678	DOT PHYSICALS	\$600.00	20324100-54161	BACKGROUND & PHYSICALS	\$150.00
				80026400-54161	BACKGROUND & PHYSICALS	\$150.00
				84027221-54161	BACKGROUND & PHYSICALS	\$300.00
Vendor Total:						\$1,140.00

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DAVE VAUGHAN	075952	REIMBURSEMENT: DMV FEES FOR PERMIT & EVALUATION	\$248.00	84027221-54161	BACKGROUND & PHYSICALS	\$150.00
				82027114-57100	LEARNING AND DEVELOPMENT	\$49.00
				84027221-57100	LEARNING AND DEVELOPMENT	\$49.00
				Vendor Total:		\$248.00
DEEP VALLEY SECURITY	16129	ALARM SERVICES	\$72.95	92727510-52100	CONTRACTUAL SERVICES	\$72.95
	17593	ALARM SERVICES	\$72.95	92727510-52100	CONTRACTUAL SERVICES	\$72.95
	Vendor Total:		\$145.90			
DEPARTMENT OF JUSTICE	795036	FINGERPRINTING	\$49.00	10521210-57100	LEARNING AND DEVELOPMENT	\$49.00
DEPT OF PLANNING & BUILDING	MARCH 6, 2025	MAP REQUEST FOR UPDTE UKIAH PARKS GAP ANALYSIS	\$45.00	20012300-52510	ADVERTISING & PROMOTION	\$45.00
	MAR 6, 2025	MAP FEE FOR SPHERE AMENDMENT	\$89.00	20012200-52304	LAFCO FEES AND PROP TAX EXP	\$89.00
	Vendor Total:		\$134.00			
DONNA MENDENHALL	550 BAYWOOD CT	REIMBURSEMENT: PLUMBING WORK CAUSED BY CITY WORK	\$228.28	84027221-52100	CONTRACTUAL SERVICES	\$228.28
E SOURCE COMPANIES LLC	24681	JPA BILLING TRANSITION PROJECT	\$7,267.50	20513300-52100	CONTRACTUAL SERVICES	\$7,267.50
	24566	JPA BILLING TRANSITION PROJECT	\$8,223.75	20513300-52100	CONTRACTUAL SERVICES	\$8,223.75
	Vendor Total:		\$15,491.25			
ELLIES MUTT HUT	087481	INTERVIEW LUNCHES	\$87.92	20016100-54163	INTERVIEW SUPPLIES	\$87.92
ENERGEA REDWOOD LLC	13	RVCWD ELECTRIC POWER GENERATION	\$1,155.60	92727510-59101	FEES	\$1,155.60
EUREKA OXYGEN CO	U211605	STEPPER MOTOR	\$658.26	20324100-56130	EXTERNAL SERVICES	\$658.26
FEDERAL EXPRESS	8-791-31764	SHIPPING SERVICES	\$132.24	10020210-54101	POSTAGE	\$55.20
				20013540-54101	POSTAGE	\$77.04
				Vendor Total:		\$132.24
FIRST ALARM	861102	RECREATION OFFICE AND POLICE E	\$288.21	10020210-52180	SECURITY SERVICES	\$140.40

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FIRST ALARM	861102	RECREATION OFFICE AND POLICE E	\$288.21	20824700-52180	SECURITY SERVICES	\$147.81
					Vendor Total:	\$288.21
FISHER WIRELESS SVCS INC	235447	FACTORY REPAIR	\$1,155.00	10020210-54100	SUPPLIES	\$1,155.00
					Vendor Total:	\$1,155.00
FLEETPRIDE	123423558	CORE RETURN	(\$53.94)	10521210-56130	EXTERNAL SERVICES	(\$53.94)
	123518442	DOT PUSH TO CONNECT	\$48.61	10521210-56130	EXTERNAL SERVICES	\$48.61
	123509203	NITRILE SWING CHECK VALVE	\$305.08	84027225-56130	EXTERNAL SERVICES	\$305.08
					Vendor Total:	\$299.75
GENERAL PACIFIC INC	1510658	(NOI) BOLT 5/8" X 16" SQUARE HEAD W/NUT	\$155.91	80000000-12104	INVENTORY - PURCHASES	\$155.91
	1510438	(NOI) BOLT 5/8" X 16" SQUARE HEAD W/NUT	\$3,510.13	80000000-12104	INVENTORY - PURCHASES	\$3,510.13
					Vendor Total:	\$3,666.04
GHILOTTI CONSTRUCTION COMPANY INC	6095*10	URBAN CORE REHAB AND TRANSPORT	\$1,374,889.60	20824700-80220	BUILDING IMPROVEMENTS	\$17,269.04
				10024200-80230	INFRASTRUCTURE	\$52,100.02
				25224220-80230	INFRASTRUCTURE	\$248,978.16
				50024220-80230	INFRASTRUCTURE	\$10,000.00
				82127113-80230	INFRASTRUCTURE	\$1,044,140.71
	6071/18	RECYCLED WATER PROJECT PHASE 4	\$559,623.02	84427221-80230	INFRASTRUCTURE	\$2,401.67
GINA GRECO	2/4-27/25	INSTRUCTOR	\$1,081.50	10022850-52100	CONTRACTUAL SERVICES	\$1,081.50
					Vendor Total:	\$1,081.50
GOLDEN GATE BRIDGE TOLL	I692528055529	BRIDGE TOLL FEES	\$10.25	71021150-56130	EXTERNAL SERVICES	\$10.25
	T662566262266	TOLL EVASION	\$13.50	71021150-56130	EXTERNAL SERVICES	\$13.50
	I712527633210	BRIDGE TOLL FEES	\$24.00	71021150-56130	EXTERNAL SERVICES	\$24.00
	I712527902314	BRIDGE TOLL FEES	\$24.00	71021150-56130	EXTERNAL SERVICES	\$24.00
					Vendor Total:	\$71.75
GRAINGER INC	9388748767	CHEM CONDCTVY	\$38.61	84027225-54103	LAB SUPPLIES	\$38.61
	9405246688	FIRST AID KIT	\$50.45	84027225-54100	SUPPLIES	\$50.45
					Vendor Total:	\$89.06

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HD SUPPLY INC	INV00604799	LATEX GLOVES	\$52.15	82027111-54100	SUPPLIES	\$52.15
	INV00616532	PVC, TEFLON & CERAMIC, OAKTON PH ELECTRODE FOR WAT	\$547.79	92227410-54100	SUPPLIES	\$547.79
Vendor Total:						\$599.94
KASEYA US LLC	2464553190730	IT GLUE/KASEYA SOFTWARE	\$408.45	20913900-54320	SOFTWARE	\$408.45
Vendor Total:						\$408.45
KIMBALL MIDWEST	103057470	RING, SHRINK TUBE, SOCKET PLUG, DOT PUSH IN ELBOW	\$182.93	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$182.93
Vendor Total:						\$182.93
LC ACTION POLICE SUPPLY LTD	472260	9MM AMMO	\$3,919.50	10020210-54100	SUPPLIES	\$319.50
				10020210-54100	SUPPLIES	\$3,600.00
Vendor Total:						\$3,919.50
LORELEI SCOTT	13578	CHIEF TRUCK VINYL GRAPHICS	\$887.68	10521210-56130	EXTERNAL SERVICES	\$887.68
	13289	AMBULANCE ID PLAQUES	\$326.70	71021100-56130	EXTERNAL SERVICES	\$326.70
	13520	FUEL TRUCK VEHICLE GRAPHICS	\$382.50	10621600-80100	MACHINERY & EQUIPMENT	\$382.50
Vendor Total:						\$1,596.88
MARI RODIN	TR 2/27/25	TRAVEL REIMBURSEMENT	\$72.10	20010000-57100	LEARNING AND DEVELOPMENT	\$72.10
Vendor Total:						\$72.10
MARIANNE ARANDA	TA 3/19-21/25	TRAVEL ADVANCE	\$171.00	10022810-57100	LEARNING AND DEVELOPMENT	\$171.00
Vendor Total:						\$171.00
MARK CLEMENTI PHD	02-15-25PD	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION	\$844.00	10020210-54161	BACKGROUND & PHYSICALS	\$844.00
Vendor Total:						\$844.00
MARY ELIZABETH CHURCH	12432	DIGITAL PRINTING	\$816.56	10024620-54100	SUPPLIES	\$204.14
				80026110-54100	SUPPLIES	\$204.14
				82027114-54100	SUPPLIES	\$204.14
				84027221-54100	SUPPLIES	\$204.14
Vendor Total:						\$816.56
MATHESON TRI-GAS INC	0031078262	OXYGEN & MISC. AS NEEDED	\$67.25	80026210-54100	SUPPLIES	\$67.25
Vendor Total:						\$67.25

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MAX BRAZILL	TR 2/24-27/25	TRAVEL REIMBURSEMENT	\$77.36	10020210-57100	LEARNING AND DEVELOPMENT	\$77.36
					Vendor Total:	\$77.36
MCMASTER-CARR SUPPLY CO	40508899	CLAMPING U BOLT, ZINC PLATED STEEL	\$55.63	92727520-54100	SUPPLIES	\$55.63
					Vendor Total:	\$55.63
MEAD & HUNT INC	376077	CONSTRUCTION ADMIN SVCS FOR RU	\$3,593.75	77825200-80230	INFRASTRUCTURE	\$3,593.75
					Vendor Total:	\$3,593.75
MENDO MILL & LUMBER CO	27519/1	NIPPLE GALV 3/8XCLOSE	\$2.79	92227410-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.79
	27512/1	COMPRSN CUPLING, BALL VALVE	\$22.63	92227410-56120	EQUIPMENT MAINTENANCE & REPAIR	\$22.63
	27739/1	COM CONNCT BRS LL	\$7.54	92227420-54100	SUPPLIES	\$7.54
					Vendor Total:	\$32.96
MENDOCINO COLLEGE	08335	UTILITY REFUND: METER MISS READ	\$22,866.46	92300000-44776	CAPITAL CHARGE-WATER	\$10,029.15
				92200000-44774	FIRE SERVICE - WATER	\$12,837.31
					Vendor Total:	\$22,866.46
MINTIER HARNISH LP	UKIAHGPU-43	GPU, EIR & ADVANCED PLANNING S	\$36,460.75	10023800-52100	CONTRACTUAL SERVICES	\$36,460.75
					Vendor Total:	\$36,460.75
MOIRS	192346	CHLORINE: 15 GALLON	\$740.26	82027111-58202	CHEMICALS	\$740.26
					Vendor Total:	\$740.26
MUNICIPAL MAINTENANCE EQUIPMENT	032694	SEAL KIT, FILTER ELEMENTS, DECALS	\$943.64	84027225-56130	EXTERNAL SERVICES	\$943.64
					Vendor Total:	\$943.64
NICK BARBIERI TRUCKING LLC	1189725-IN	CARDLOCK FUEL PURCHASES	\$1,565.63	20324100-58410	GARAGE LUBRICANTS & PARTS	\$1,565.63
	1190763-IN	CARDLOCK FUEL PURCHASES	\$369.89	20324100-58510	REIMBURSABLE JOBS	\$369.89
					Vendor Total:	\$1,935.52
NICK KIRBY	BA FY 24/25	BOOT ALLOWANCE	\$117.31	82027114-54100	SUPPLIES	\$117.31
					Vendor Total:	\$117.31
ONLINE INFORMATION SRVS INC	1312694	UTILITY EXCHANGE REPORTING FY	\$221.19	20513300-52100	CONTRACTUAL SERVICES	\$221.19
					Vendor Total:	\$221.19
OPERATING ENGINEERS UNION	2502	FEB 25 PW UNION DUES	\$1,050.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,050.00

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OPERATING ENGINEERS UNION	2502-1	FEB 25 ADMIN AND MAINT UNION DUES	\$1,680.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,680.00
					Vendor Total:	\$2,730.00
PACE SUPPLY CORPORATION	0210244180	BOLT SET PLTD, FULL FACE RUBBER GASKET	\$270.51	82027111-56300	BUILDING MAINT. & REPAIR	\$270.51
	029890280-2	3/4 CTS PJ X MN LF ANGLE BALL METER	\$403.37	82000000-12104	INVENTORY - PURCHASES	\$403.37
	029808353-2	E-SERIES GAL ULTRASONICA METER	\$5,265.20	92227410-54100	SUPPLIES	\$5,265.20
					Vendor Total:	\$5,939.08
PACIFIC INFRASTRUCTURE CORPORATION	2061841	THICKENING AND DEWATERING IMPROVEMENT	\$4,948.13	84027225-80100	MACHINERY & EQUIPMENT	\$4,948.13
					Vendor Total:	\$4,948.13
PAN-PACIFIC SUPPLY CO	29617507	1-1/2 CHESTERTON 442 SPK RSC/CB/FKM	\$2,133.16	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,133.16
					Vendor Total:	\$2,133.16
PUBLIC SERVICE DEPARTMENT	7982	SERVICES PROVIDED TO MSWMA	\$5,400.00	92000000-52134	GENERAL ADMIN	\$5,400.00
	8027	SERVICES PROVIDED TO MSWMA	\$10,800.00	92000000-52134	GENERAL ADMIN	\$10,800.00
	7983	SERVICES PROVIDED TO MSWMA	\$19,800.00	92000000-52134	GENERAL ADMIN	\$19,800.00
					Vendor Total:	\$36,000.00
REBECCA SPINDLER	0037783	REC REFUND: CLASS CANCELLED	\$100.00	10022850-44915	RECREATION PROGRAM INCOME	\$100.00
					Vendor Total:	\$100.00
REDWOOD 25-03 HEALTHCOMP EMPIRE MUNICIPAL INSURANCE FUND		MAR 25 REMIF MEDICAL, DENTAL, & VISION INS PREMIUM	\$396,298.60	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$382.20
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,638.64
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,581.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$368,267.00
				20700000-20510	REMIF DENTAL	\$19,935.36
				20700000-20511	REMIF VISION	\$3,494.40
					Vendor Total:	\$396,298.60
RILEIGH COSMAN DE LOS SANTOS	33803	REC REFUND: YOUTH BASKETBALL	\$187.00	10022831-44915	RECREATION PROGRAM INCOME	\$187.00
					Vendor Total:	\$187.00

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RINEHART OIL INC	CL46170	FUEL CARD CHARGES AS NEEDED	\$901.02	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$334.96
				20324100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$566.06
	CL46180	FUEL CARD CHARGES AS NEEDED	\$3,722.00	10020210-56210	FUEL & FLUIDS	\$3,722.00
	CL46201	FUEL CARD CHARGES AS NEEDED	\$671.25	10022100-56210	FUEL & FLUIDS	\$671.25
	CL46195	FUEL CARD CHARGES AS NEEDED	\$97.82	10023320-56210	FUEL & FLUIDS	\$97.82
	CL46199	FUEL CARD CHARGES AS NEEDED	\$215.12	10023320-56210	FUEL & FLUIDS	\$75.82
				20324100-56210	FUEL & FLUIDS	\$139.30
	CL46202	FUEL CARD CHARGES AS NEEDED	\$2,155.30	10024620-56210	FUEL & FLUIDS	\$2,155.30
	CL46058	FUEL CARD CHARGES AS NEEDED	\$82.93	20513382-56210	FUEL & FLUIDS	\$82.93
	CL46196	FUEL CARD CHARGES AS NEEDED	\$258.96	20513382-56210	FUEL & FLUIDS	\$258.96
	CL46200	FUEL CARD CHARGES AS NEEDED	\$264.89	20824700-56210	FUEL & FLUIDS	\$264.89
	CL46219	FUEL CARD CHARGES AS NEEDED	\$2,980.49	71021150-56210	FUEL & FLUIDS	\$2,980.49
	CL46179	FUEL CARD CHARGES AS NEEDED	\$1,880.58	80026400-56210	FUEL & FLUIDS	\$1,880.58
	CL46198	FUEL CARD CHARGES AS NEEDED	\$708.99	82027111-56210	FUEL & FLUIDS	\$708.99
	CL46139	FUEL CARD CHARGES AS NEEDED	\$3,839.24	82027114-56210	FUEL & FLUIDS	\$1,919.62
				84027221-56210	FUEL & FLUIDS	\$1,919.62
	CL46197	FUEL CARD CHARGES AS NEEDED	\$429.00	84027225-56210	FUEL & FLUIDS	\$429.00
					Vendor Total:	\$18,207.59
ROGINA WATER COMPANY	14355 JAN 25	WATER SERVICES: 1301 TALMAGE RD	\$38.70	10521210-55100	TELEPHONE	\$27.09
				10621600-55100	TELEPHONE	\$11.61
					Vendor Total:	\$38.70
SAFEWAY INC	FEB 2025	MISC. PURCHASES AS REQUIRED	\$30.33	10022700-54100	SUPPLIES	\$30.33
					Vendor Total:	\$30.33
SANTA ROSA JUNIOR COLLEGE	AR25-01122	REGISTRATION	\$39.75	10521210-57100	LEARNING AND DEVELOPMENT	\$39.75
					Vendor Total:	\$39.75
SCOTT NORCROSS	TA 3/25-27/25	TRAVEL ADVANCE	\$1,164.62	92227410-57100	LEARNING AND DEVELOPMENT	\$582.31
				92727510-57100	LEARNING AND DEVELOPMENT	\$582.31
					Vendor Total:	\$1,164.62

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SEBASTOPOL BEARING & HYDRAULIC CO INC	IS99253	GEAR BOX	\$2,263.22	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,263.22
					Vendor Total:	\$2,263.22
SONSRAY MACHINERY LLC	PS0170671-1	PUMP FUEL	\$229.24	20324100-58510	REIMBURSABLE JOBS	\$229.24
					Vendor Total:	\$229.24
STEVEN ENGINEERING INC	2792219-01	HUBBELL LKG WT S/SHRD	\$352.14	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$352.14
					Vendor Total:	\$352.14
TECH DATA CORPORATION	SI686110	ARCHITECTURE ENGINEERING & CONSTRUCTION COLLECTION	\$990.00	80026400-54320	SOFTWARE	\$990.00
					Vendor Total:	\$990.00
TRIPLE S CAMERA SHOP	130571	CITY COUCIL PORTRAIT-H CRISS	\$43.50	20010000-54100	SUPPLIES	\$43.50
					Vendor Total:	\$43.50
TUFTS POLYGRAPH & INVESTIGATION	2025-1025(A)	POLYGRAPH & INVESTIGATION SERVICES	\$1,250.00	71021150-54161	BACKGROUND & PHYSICALS	\$1,250.00
					Vendor Total:	\$1,250.00
UKIAH PAPER SUPPLY	565188	JANITORIAL SUPPLIES, MISC AS N	\$308.84	10022100-54100	SUPPLIES	\$308.84
	565394	JANITORIAL SUPPLIES, MISC AS NEEDED	\$30.95	31122000-54100	SUPPLIES	\$30.95
	565784	JANITORIAL SUPPLIES, MISC AS NEEDED	\$200.07	31122000-54100	SUPPLIES	\$200.07
	565481	JANITORIAL SUPPLIES, MISC AS NEEDED	\$295.69	31122000-54100	SUPPLIES	\$295.69
	565390	JANITORIAL SUPPLIES, MISC AS NEEDED	\$259.02	73022600-54100	SUPPLIES	\$259.02
	565449	JANITORIAL SUPPLIES, MISC AS NEEDED	\$55.69	77725200-54100	SUPPLIES	\$55.69
	565380	JANITORIAL SUPPLIES, MISC AS NEEDED	\$522.81	77725200-54100	SUPPLIES	\$522.81
	565411	JANITORIAL SUPPLIES, MISC AS NEEDED	\$86.16	82027111-54100	SUPPLIES	\$86.16
	565806	JANITORIAL SUPPLIES, MISC AS NEEDED	\$208.32	84027225-54100	SUPPLIES	\$208.32
	565080	JANITORIAL SUPPLIES, MISC AS NEEDED	\$525.51	84027225-54100	SUPPLIES	\$525.51
					Vendor Total:	\$2,493.06

List of Checks Presented for Approval on 3/14/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH TROPHIES & GIFTS	0002552	EMBROIDERY SERVICES	\$1,868.10	20324100-54100	SUPPLIES	\$1,868.10
Vendor Total:						\$1,868.10
UKIAH VALLEY SANITATION DIST	81411 FEB 25	SEWER SERVICES: 1500 S STATE ST	\$67.83	10521210-55100	TELEPHONE	\$47.49
				10621600-55100	TELEPHONE	\$20.34
	90558 FEB 25	SEWER SERVICES: 141 LOVERS LN	\$86.47	10521210-55100	TELEPHONE	\$60.53
				10621600-55100	TELEPHONE	\$25.94
				Vendor Total:		\$154.30
UKIAH WASTE SOLUTIONS, INC	176581225U034	BIOSOLID REMOVAL	\$15,168.09	84027225-52100	CONTRACTUAL SERVICES	\$15,168.09
	176648130U034	BIOSOLID REMOVAL	\$15,992.82	84027225-52100	CONTRACTUAL SERVICES	\$15,992.82
	176648327U034	MSWMA OPERATIONS	\$30,496.93	92000000-52173	ILLEGAL DUMP CLEANUP	\$1,475.32
				92000000-52170	UKIAH WASTE SOLUTIONS	\$29,021.61
	Vendor Total:		\$61,657.84			
UNITED SITE SERVICES	INV-5156520	PORTABLE TOILET RENTAL CONTRACT	\$195.14	10022100-52100	CONTRACTUAL SERVICES	\$195.14
	INV-5160886	PORTABLE TOILET RENTAL CONTRACT	\$195.14	10022100-52100	CONTRACTUAL SERVICES	\$195.14
	INV-5156147	PORTABLE TOILET RENTAL CONTRACT	\$99.74	82027111-54100	SUPPLIES	\$99.74
	Vendor Total:		\$490.02			
US BANK	14660886	BANK FEES: INVESTMENT ACCOUNT	\$3,000.00	20013600-52100	CONTRACTUAL SERVICES	\$3,000.00
					Vendor Total:	
VINCENTE MARTINEZ	TA 3/25-27/25	TRAVEL ADVANCE	\$1,382.66	82027111-57100	LEARNING AND DEVELOPMENT	\$1,382.66
					Vendor Total:	
WAGNER & BONSIGNORE	01-25-979	ENG SVCS FOR WATER RIGHT PERMIT	\$307.58	82027110-52100	CONTRACTUAL SERVICES	\$307.58
					Vendor Total:	
INVOICE TOTAL:						\$2,705,211.75

List of Checks Presented for Approval on 3/21/2025

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		
1200 AERO INC	1316	AIRPORT OPERATIONS MONITORING SUBSCRIPTION	\$2,000.00	77725200-52100	CONTRACTUAL SERVICES	\$2,000.00
Vendor Total:						\$2,000.00
ABILENE RODRIGUEZ	155956	REC REFUND: YOUTH SOFTBALL	\$80.00	10022832-44915	RECREATION PROGRAM INCOME	\$80.00
Vendor Total:						\$80.00
ACME RIGGING COMPANY INC	343638	GATES HOSE, HOSE ASSEMBLY	\$235.12	20324100-58510	REIMBURSABLE JOBS	\$235.12
Vendor Total:						\$235.12
ADAM ELLEDGE	TR 2/3-5/25	TRAVEL REIMBURSEMENT	\$660.49	10020210-57100	LEARNING AND DEVELOPMENT	\$660.49
Vendor Total:						\$660.49
ADAMSON POLICE PRODUCTS	INV429956	RAPID ADJUST TRUNK LID, GUN RACK W/ KEYS	\$737.01	10020210-56130	EXTERNAL SERVICES	\$737.01
	INV429834	DOCKING STATION	\$1,018.85	10020210-56130	EXTERNAL SERVICES	\$1,018.85
	INV429745	LIGHTS AND SIREN FOR FIRE	\$14,304.88	10621600-80100	MACHINERY & EQUIPMENT	\$79.66
				10621600-80100	MACHINERY & EQUIPMENT	\$4,741.74
				10621600-80100	MACHINERY & EQUIPMENT	\$4,741.74
				10621600-80100	MACHINERY & EQUIPMENT	\$4,741.74
	Vendor Total:					
ALEC C ALARCON	TA 4/1-26/25	TRAVEL ADVANCE	\$1,000.00	71021150-57100	LEARNING AND DEVELOPMENT	\$1,000.00
Vendor Total:						\$1,000.00
ALPHA ANALYTICAL LABORATORIES INC	5023413-UKIAHLF	MISC. LABORATORY WORK AS NEEDE	\$1,894.00	70024500-52100	CONTRACTUAL SERVICES	\$1,894.00
	5023722-UKIAHLF	MISC. LABORATORY WORK AS NEEDE	\$2,411.00	70024500-52100	CONTRACTUAL SERVICES	\$2,411.00
	5023256-UKIAHLF	MISC. LABORATORY WORK AS NEEDE	\$4,282.00	70024500-52100	CONTRACTUAL SERVICES	\$4,282.00
	5024418-UKIAHLF	MISC. LABORATORY WORK AS NEEDE	\$7,880.00	70024500-52100	CONTRACTUAL SERVICES	\$7,880.00
	5023411-UKIAHLF	MISC. LABORATORY WORK AS NEEDE	\$9,503.00	70024500-52100	CONTRACTUAL SERVICES	\$9,503.00
	5023187-UKIAHLF	MISC. LABORATORY WORK AS NEEDE	\$10,280.00	70024500-52100	CONTRACTUAL SERVICES	\$10,280.00

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	5022965-UKIAH	MISC. LABORATORY WORK AS NEEDE	\$150.00	82027111-52100	CONTRACTUAL SERVICES	\$150.00
	5023600-UKIAH	MISC. LABORATORY WORK AS NEEDE	\$150.00	82027111-52100	CONTRACTUAL SERVICES	\$150.00
	5026351-UKIAH	MISC. LABORATORY WORK AS NEEDE	\$150.00	82027111-52100	CONTRACTUAL SERVICES	\$150.00
	Vendor Total:					\$36,700.00
AMAZON CAPITAL SERVICES, INC	149H-CCFT-Y6HY	DISPOSABLE GLOVES	\$554.55	10020210-54201	PRISONER EXPENSE	\$554.55
	173T-6V9P-PKYY	WATER PROOF SHIPPING TAGS	\$21.75	10022100-54100	SUPPLIES	\$21.75
	1RPJ-HMFP-M4XK	DAY CAMP SUPPLIES	\$53.28	10022840-54100	SUPPLIES	\$53.28
	1Y7M-QTR1-73H6	OEM REPLACEMENT MOTOR	\$145.14	20824700-54100	SUPPLIES	\$145.14
	1DP9-KRPN-GKHC	RAB LIGHTING LAWN LIGHTS	\$870.80	20824700-54100	SUPPLIES	\$870.80
	1Y6G-3FQ7-FQ11	3 RING BINDERS	\$11.98	82027111-54100	SUPPLIES	\$11.98
	1RF6-J1XF-N6H4	FIRE RETARDENT REFLECTIVE JACKET	\$149.46	82027114-54100	SUPPLIES	\$149.46
	19N3-V4QK-7DY6	ADJUSTABLE WRENCHES	\$214.86	82027114-54100	SUPPLIES	\$107.43
				84027221-54100	SUPPLIES	\$107.43
	Vendor Total:					\$2,021.82
AMWINS GROUP BENEFITS INC	8874438	APR 25 RETIREE HEALTH INSURANCE	\$3,898.74	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,898.74
Vendor Total:					\$3,898.74	
ANDREW STRICKLIN	TA 3/18-21/25	TRAVEL ADVANCE	\$1,009.60	10024210-57100	LEARNING AND DEVELOPMENT	\$1,009.60
					Vendor Total:	
ASHLIE HUFFAKER	TA 4/1-26/25	TRAVEL ADVANCE	\$1,000.00	71021150-57100	LEARNING AND DEVELOPMENT	\$1,000.00
					Vendor Total:	
AT&T MOBILITY	28730313870-0X031025	FIRE CELL PHONES, IPAD, PHONE	\$2,374.11	10521210-55100	TELEPHONE	\$1,068.35
				10523600-55100	TELEPHONE	\$118.71
				10621600-55100	TELEPHONE	\$237.41
				71021100-55100	TELEPHONE	\$474.82
				71021150-55100	TELEPHONE	\$474.82
				Vendor Total:		\$2,374.11
B & B INDUSTRIAL SUPPLY INC	286190	GALVANIZED SHEETS	\$107.56	20824700-56300	BUILDING MAINT. & REPAIR	\$107.56

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
B & B INDUSTRIAL SUPPLY INC	285901	STAINLESS STEEL SOCKET HEAD, THREADLOCKER	\$35.19	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$35.19
	285682	STAINLESS SCH 40 PIPE, SAW CUT FEE	\$44.33	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$44.33
	286245	STAINLESS ANGLES, SAW CUT FEE	\$130.46	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$130.46
	286262	.125 ALUMINUM SHEET	\$72.79	10020210-56130	EXTERNAL SERVICES	\$72.79
	286276	3/8 DRIVE, 47 PIECE SOCKET SET, COMBO WRENCH SET	\$622.66	84027225-54102	SMALL TOOLS	\$622.66
	285876	47 PIECE SOCKET SET, PRY BAR, BASH HAMMER	\$647.97	84027225-54102	SMALL TOOLS	\$647.97
	286206	5/8" PILLOW BLOCK BEARING	\$52.23	82027114-54100	SUPPLIES	\$52.23
	285852	COLD GALVANIZING SPRAY, CAPS PRESSED STEEL	\$23.50	92727510-54100	SUPPLIES	\$23.50
	285868	3/16" HOT FLAT BAR, TORCH CUT FEE	\$24.10	92727510-54100	SUPPLIES	\$24.10
	285657	4" GALVANIZED PIPE, SAW CUT FEE	\$175.17	92727510-54100	SUPPLIES	\$175.17
Vendor Total:					\$1,935.96	
BKF ENGINEERS	25020772	EAST PERKINS WIDENING PROJECT/	\$2,048.75	25224220-80230	INFRASTRUCTURE	\$2,048.75
					Vendor Total:	
BOUND TREE MEDICAL LLC	85657257	GAUZE,CURAPLEX BLANKET&BAG,GLVS, EXTRICATION COLLAR	\$508.61	10521210-54107	EMS SUPPLIES	\$254.31
				71021100-54107	EMS SUPPLIES	\$254.30
	85640944	CURAPLEX BLNKT,BAG,MEGAMO VER,ELECTRODES	\$706.20	10521210-54107	EMS SUPPLIES	\$353.10
				71021100-54107	EMS SUPPLIES	\$353.10
Vendor Total:					\$1,214.81	
BRANDON COLLIS BEGLEY	37	ALS MEDICAL DIRECTION OVERSIGHT	\$4,300.00	10521210-52112	M. S. OVERSIGHT	\$860.00
				71021100-52112	M. S. OVERSIGHT	\$1,720.00
				71021150-52112	M. S. OVERSIGHT	\$1,720.00
				Vendor Total:		\$4,300.00
CANTEEN SERVICE	5975:044105	WATER FILTRATION SERVICE POLICE	\$45.00	10020210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
				Vendor Total:		\$45.00
CASSANDRA BORGNA	TA03/18-21/25	TRAVEL ADVANCE	\$171.00	10022810-57100	LEARNING AND DEVELOPMENT	\$171.00
Vendor Total:					\$171.00	

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CHRISTIAN BALLESTRAZZE	TA 3/30-4/2/25	TRAVEL ADVANCE	\$232.00	10020210-57100	LEARNING AND DEVELOPMENT	\$232.00
Vendor Total:						\$232.00
CHRISTOPHER JOHN DIAZ	290	PD TESLA CHARGER INSTALL	\$6,497.50	20824700-56300	BUILDING MAINT. & REPAIR	\$6,497.50
Vendor Total:						\$6,497.50
CHRISTOPHER NEECE	TA 3/30-4/2/25	TRAVEL ADVANCE	\$232.00	10020210-57100	LEARNING AND DEVELOPMENT	\$232.00
Vendor Total:						\$232.00
CHROMAGRAPHS	106680	BUSINESS CARDS: M JENSEN	\$66.28	10020210-54100	SUPPLIES	\$66.28
Vendor Total:						\$66.28
CINTAS CORPORATION	4219912202	RUG, MAT & UNIFORM SERVICES	\$207.38	20824700-56300	BUILDING MAINT. & REPAIR	\$207.38
	4221395016	RUG, MAT & UNIFORM SERVICES	\$255.86	20824700-56300	BUILDING MAINT. & REPAIR	\$255.86
	4219912163	RUG, MAT & UNIFORM SERVICES	\$96.32	73022600-56300	BUILDING MAINT. & REPAIR	\$96.32
	4221395014	RUG, MAT & UNIFORM SERVICES	\$96.32	73022600-56300	BUILDING MAINT. & REPAIR	\$96.32
	4221394818	RUG, MAT & UNIFORM SERVICES	\$167.51	20324100-52100	CONTRACTUAL SERVICES	\$65.51
				20824300-52100	CONTRACTUAL SERVICES	\$102.00
	4219912031	RUG, MAT & UNIFORM SERVICES	\$188.71	20324100-52100	CONTRACTUAL SERVICES	\$86.71
				20824300-52100	CONTRACTUAL SERVICES	\$102.00
	4222123737	RUG, MAT & UNIFORM SERVICES	\$367.66	20324100-52100	CONTRACTUAL SERVICES	\$270.12
				20824300-52100	CONTRACTUAL SERVICES	\$97.54
	4220680869	RUG, MAT & UNIFORM SERVICES	\$552.58	20324100-52100	CONTRACTUAL SERVICES	\$270.12
				20824300-52100	CONTRACTUAL SERVICES	\$282.46
	5247561112	FIRST AID SUPPLIES	\$49.12	20324100-54100	SUPPLIES	\$49.12
	5251674115	FIRST AID SUPPLIES	\$7.78	77725200-54100	SUPPLIES	\$7.78
	421976555	RUG, MAT & UNIFORM SERVICES	\$52.33	77725200-54100	SUPPLIES	\$52.33
	4221248512	RUG, MAT & UNIFORM SERVICES	\$52.33	77725200-54100	SUPPLIES	\$52.33
	4220504669	RUG, MAT & UNIFORM SERVICES	\$54.25	77725200-54100	SUPPLIES	\$54.25
	4221981447	RUG, MAT & UNIFORM SERVICES	\$54.25	77725200-54100	SUPPLIES	\$54.25
	5247340708	FIRST AID SUPPLIES	\$78.10	77725200-54100	SUPPLIES	\$78.10
Vendor Total:						\$2,280.50

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CLERK-RECORDER, MENDOCINO COUNTY	2024/25-36	SPECIAL DIST NOT GOING TO ELECTION 11.5.24: MVWD	\$323.26	92227400-59101	FEES	\$323.26
	2024/25-45	SPECIAL DIST NOT GOING TO ELECTION 11.5.24 RVCWD	\$323.26	92727500-59101	FEES	\$323.26
Vendor Total:						\$646.52
COFFEE CRITIC INC, THE	R37649	MISC. COFFEE SUPPLIES AS NEEDED	\$22.00	77725200-54100	SUPPLIES	\$22.00
	Vendor Total:					\$22.00
COLLEEN HOLLY HUNT	02544	24/25 STORM WATER SUPPORT SERV	\$4,193.09	10024224-52100	CONTRACTUAL SERVICES	\$4,193.09
	Vendor Total:					\$4,193.09
COTTIE LOUISE MORRISON	1/7-2/25/25	INSTRUCTOR	\$423.50	10022850-52100	CONTRACTUAL SERVICES	\$423.50
	Vendor Total:					\$423.50
DAVID RAPPORT	7727	LEGAL SERVICES FOR FY 24/25	\$38,082.85	10014000-52150	LEGAL SERVICES/ EXPENSES	\$316.11
				10514000-52150	LEGAL SERVICES/ EXPENSES	\$1,626.16
				20014000-52150	LEGAL SERVICES/ EXPENSES	\$25,924.11
				77714000-52150	LEGAL SERVICES/ EXPENSES	\$192.27
				80014000-52150	LEGAL SERVICES/ EXPENSES	\$277.00
				82014000-52150	LEGAL SERVICES/ EXPENSES	\$1,495.81
				84014000-52150	LEGAL SERVICES/ EXPENSES	\$8,251.39
	Vendor Total:					\$38,082.85
DEFATTE EQUIPMENT INC	37030	TELESCOPIC FORKLIFT	\$612.09	10024620-54100	SUPPLIES	\$612.09
	37031	RAMMER	\$4,137.25	84027221-54100	SUPPLIES	\$4,137.25
Vendor Total:						\$4,749.34
DELL MARKETING LP	60140713833	RETURN: DELL LAPTOPS	(\$5,449.52)	20913900-54330	COMPUTER AND TECHNOLOGY	(\$5,449.52)
	10791253237	DELL LAPTOPS	\$5,449.52	20913900-54330	COMPUTER AND TECHNOLOGY	\$5,449.52
	10797876770	DELL LAPTOPS	\$5,449.57	20913900-54330	COMPUTER AND TECHNOLOGY	\$5,449.57
	107928734701	RETURN: VLA WINE5STPFRMWINE 3 GCC SUBS	(\$2,692.50)	20913900-54320	SOFTWARE	(\$2,692.50)
	107928734702	VLA WINE5STPFRMWINE3 GCC ALNG SUBSVL MVL	\$2,692.50	20913900-54320	SOFTWARE	\$2,692.50
Vendor Total:						\$5,449.57

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEPT OF FORESTRY & FIRE PROTECTION	173792	DISPATCHING SERVICES - 3 YEAR	\$73,121.09	10521210-52100	CONTRACTUAL SERVICES	\$73,121.09
					Vendor Total:	\$73,121.09
EBA ENGINEERING	55883	LESLIE STREET GROUNDWATER REPO	\$5,465.30	10024210-52100	CONTRACTUAL SERVICES	\$4,099.25
				20012200-52100	CONTRACTUAL SERVICES	\$1,366.05
					Vendor Total:	\$5,465.30
ELLIES MUTT HUT	037495	INTERVIEW LUNCHES	\$59.98	20016100-54163	INTERVIEW SUPPLIES	\$59.98
					Vendor Total:	\$59.98
ENERGEA REDWOOD LLC	14	ELECTRIC POWER GENERATION FOR RVCWD	\$896.52	92727510-59101	FEES	\$896.52
					Vendor Total:	\$896.52
ERIC MCBURNEY	03625	REIMBURSEMENT: CLASS A PERMIT	\$98.00	82027114-57100	LEARNING AND DEVELOPMENT	\$49.00
				84027221-57100	LEARNING AND DEVELOPMENT	\$49.00
					Vendor Total:	\$98.00
FEDERAL EXPRESS	8-777-46435	SHIPPING SERVICES	\$111.19	10020210-54101	POSTAGE	\$111.19
					Vendor Total:	\$111.19
FIRST ALARM	877308	RECREATION OFFICE AND POLICE E	\$288.21	10020210-52180	SECURITY SERVICES	\$147.81
				20824700-52180	SECURITY SERVICES	\$140.40
	871593	SERVICE CALL	\$409.90	10020210-52180	SECURITY SERVICES	\$409.90
					Vendor Total:	\$698.11
FRIEDMANS HOME IMPROVEMENT	INV19745241	MISC. ITEMS AS NEEDED	\$214.78	10521210-56300	BUILDING MAINT. & REPAIR	\$214.78
	INV19828242	MISC. ITEMS AS NEEDED	\$40.22	20824300-56300	BUILDING MAINT. & REPAIR	\$40.22
	INV19827668	MISC. ITEMS AS NEEDED	\$50.83	20824300-56300	BUILDING MAINT. & REPAIR	\$50.83
	INV19808713	MISC. ITEMS AS NEEDED	\$170.43	20824300-56300	BUILDING MAINT. & REPAIR	\$170.43
	INV19830164	MISC. ITEMS AS NEEDED	\$203.40	20824300-56300	BUILDING MAINT. & REPAIR	\$203.40
	INV19804029	MISC. ITEMS AS NEEDED	\$758.97	20824300-56300	BUILDING MAINT. & REPAIR	\$758.97
	INV19803751	MISC. ITEMS AS NEEDED	\$96.57	20824700-56300	BUILDING MAINT. & REPAIR	\$96.57
	INV19829534	MISC. ITEMS AS NEEDED	\$242.26	20824700-56300	BUILDING MAINT. & REPAIR	\$242.26
	INV19772884	MISC. ITEMS AS NEEDED	\$14.51	82027111-56300	BUILDING MAINT. & REPAIR	\$14.51

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	INV19769806	MISC. ITEMS AS NEEDED	\$168.84	82027111-56300	BUILDING MAINT. & REPAIR	\$168.84
	INV19779136	MISC. ITEMS AS NEEDED	\$43.67	84027225-56300	BUILDING MAINT. & REPAIR	\$43.67
	CN-665462	MISC. ITEMS AS NEEDED	(\$36.73)	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$36.73)
	INV19754019	MISC. ITEMS AS NEEDED	\$23.14	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$23.14
	INV19845484	MISC. ITEMS AS NEEDED	\$33.51	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$33.51
	INV19839459	MISC. ITEMS AS NEEDED	\$57.48	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$57.48
	INV19835180	MISC. ITEMS AS NEEDED	\$451.35	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$451.35
	INV19830436	MISC. ITEMS AS NEEDED	\$745.18	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$745.18
	INV19778105	MISC. ITEMS AS NEEDED	\$18.99	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$18.99
	INV19744083	MISC. ITEMS AS NEEDED	\$57.46	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$57.46
	INV19775327	MISC. ITEMS AS NEEDED	\$8.72	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$8.72
	INV19824668	MISC. ITEMS AS NEEDED	\$14.85	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$14.85
	INV19784909	MISC. ITEMS AS NEEDED	\$19.92	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$19.92
	INV19777445	MISC. ITEMS AS NEEDED	\$6.26	84027225-56130	EXTERNAL SERVICES	\$6.26
	INV19777344	MISC. ITEMS AS NEEDED	\$81.90	84027225-56130	EXTERNAL SERVICES	\$81.90
	INV19839359	MISC. ITEMS AS NEEDED	\$4.81	10024620-54124	PW - CONCRETE/SUPPLIES	\$4.81
	INV19808026	MISC. ITEMS AS NEEDED	\$71.87	10024620-54124	PW - CONCRETE/SUPPLIES	\$71.87
	INV19810953	MISC. ITEMS AS NEEDED	\$12.23	20324100-58510	REIMBURSABLE JOBS	\$12.23
	INV19767686	MISC. ITEMS AS NEEDED	\$5.27	20824700-54102	SMALL TOOLS	\$5.27
	INV19777000	MISC. ITEMS AS NEEDED	\$574.86	20824700-54102	SMALL TOOLS	\$574.86
	INV19845993	MISC. ITEMS AS NEEDED	\$899.14	84027225-54102	SMALL TOOLS	\$899.14
	INV19772094	MISC. ITEMS AS NEEDED	\$14.14	10022100-54100	SUPPLIES	\$14.14
	INV19770210	MISC. ITEMS AS NEEDED	\$38.08	10022100-54100	SUPPLIES	\$38.08
	INV19770388	MISC. ITEMS AS NEEDED	\$60.96	10022100-54100	SUPPLIES	\$60.96

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	INV19782371	MISC. ITEMS AS NEEDED	\$13.77	10022810-54100	SUPPLIES	\$13.77
	INV19736152	MISC. ITEMS AS NEEDED	\$69.83	10022831-54100	SUPPLIES	\$69.83
	INV19800577	MISC. ITEMS AS NEEDED	\$30.77	10024210-54100	SUPPLIES	\$30.77
	INV19804719	MISC. ITEMS AS NEEDED	\$77.62	10024620-54100	SUPPLIES	\$77.62
	INV19768278	MISC. ITEMS AS NEEDED	\$123.88	10024620-54100	SUPPLIES	\$123.88
	INV19833824	MISC. ITEMS AS NEEDED	\$203.47	10024620-54100	SUPPLIES	\$203.47
	INV19777151	MISC. ITEMS AS NEEDED	\$209.38	10024620-54100	SUPPLIES	\$209.38
	INV19752485	MISC. ITEMS AS NEEDED	\$305.23	10024620-54100	SUPPLIES	\$305.23
	INV19741815	MISC. ITEMS AS NEEDED	\$87.11	10521210-54100	SUPPLIES	\$87.11
	INV19810851	MISC. ITEMS AS NEEDED	\$60.56	20824700-54100	SUPPLIES	\$60.56
	CN-665176	MISC. ITEMS AS NEEDED	(\$562.97)	70024500-54100	SUPPLIES	(\$562.97)
	INV19825173	MISC. ITEMS AS NEEDED	\$100.91	70024500-54100	SUPPLIES	\$100.91
	INV19826912	MISC. ITEMS AS NEEDED	\$335.34	70024500-54100	SUPPLIES	\$335.34
	INV19826076	MISC. ITEMS AS NEEDED	\$562.97	70024500-54100	SUPPLIES	\$562.97
	INV19766798	MISC. ITEMS AS NEEDED	\$8.41	77725200-54100	SUPPLIES	\$8.41
	INV19823057	MISC. ITEMS AS NEEDED	\$22.96	77725200-54100	SUPPLIES	\$22.96
	INV19777906	MISC. ITEMS AS NEEDED	\$330.57	77725200-54100	SUPPLIES	\$330.57
	INV19767573	MISC. ITEMS AS NEEDED	\$3.33	80026110-54100	SUPPLIES	\$3.33
	INV19767376	MISC. ITEMS AS NEEDED	\$5.09	80026110-54100	SUPPLIES	\$5.09
	INV19747223	MISC. ITEMS AS NEEDED	\$63.96	80026110-54100	SUPPLIES	\$63.96
	INV19758383	MISC. ITEMS AS NEEDED	\$42.43	82027111-54100	SUPPLIES	\$42.43
	INV19736794	MISC. ITEMS AS NEEDED	\$102.61	82027111-54100	SUPPLIES	\$102.61
	INV19773082	MISC. ITEMS AS NEEDED	\$188.20	82027111-54100	SUPPLIES	\$188.20
	INV19844017	MISC. ITEMS AS NEEDED	\$244.52	82027111-54100	SUPPLIES	\$244.52
	INV19745790	MISC. ITEMS AS NEEDED	\$26.29	82027114-54100	SUPPLIES	\$26.29
	INV19771924	MISC. ITEMS AS NEEDED	\$28.64	82027114-54100	SUPPLIES	\$28.64
	INV19832759	MISC. ITEMS AS NEEDED	\$36.16	82027114-54100	SUPPLIES	\$36.16
	INV19770972	MISC. ITEMS AS NEEDED	\$98.31	82027114-54100	SUPPLIES	\$98.31
	INV19833945	MISC. ITEMS AS NEEDED	\$127.49	82027114-54100	SUPPLIES	\$127.49

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	INV1983853	MISC. ITEMS AS NEEDED	\$237.67	82027114-54100	SUPPLIES	\$237.67
	INV19782183	MISC. ITEMS AS NEEDED	\$246.68	82027114-54100	SUPPLIES	\$123.34
				84027221-54100	SUPPLIES	\$123.34
	INV19824914	MISC. ITEMS AS NEEDED	\$310.57	82027114-54100	SUPPLIES	\$310.57
	INV19770967	MISC. ITEMS AS NEEDED	\$596.96	82027114-54100	SUPPLIES	\$298.48
				84027221-54100	SUPPLIES	\$298.48
	INV19747537	MISC. ITEMS AS NEEDED	\$71.45	84027221-54100	SUPPLIES	\$71.45
	2/24/25-MILLVIEW	MISC. ITEMS AS NEEDED	\$27.91	92227410-54100	SUPPLIES	\$27.91
	11647	MISC. ITEMS AS NEEDED	\$36.78	92227410-54100	SUPPLIES	\$36.78
	17843	MISC. ITEMS AS NEEDED	\$41.75	92227410-54100	SUPPLIES	\$41.75
	2/24/25-RV	MISC. ITEMS AS NEEDED	\$18.38	92727510-54100	SUPPLIES	\$18.38
	2/3-REDWOOD VALLEY	MISC. ITEMS AS NEEDED	\$107.85	92727510-54100	SUPPLIES	\$107.85
Vendor Total:						\$9,810.71
GARTON TRACTOR INC	P1609907	BULBS	\$38.39	84027225-56130	EXTERNAL SERVICES	\$38.39
	P1609807	GAS SPRING	\$144.29	84027225-56130	EXTERNAL SERVICES	\$144.29
Vendor Total:						\$182.68
GAYNOR TELESYSTEMS INC	INV000045698	PAXTON	\$326.14	20824700-54100	SUPPLIES	\$326.14
Vendor Total:						\$326.14
GENERAL PACIFIC INC	1512020	(2U-EL-1-0) ELBOW, LOADBREAK 1/0 ELAST #162LR-B-52	\$5,341.95	80000000-12104	INVENTORY - PURCHASES	\$5,341.95
Vendor Total:						\$5,341.95
GENERAL SERVICES AGENCY	20251-4	SLA/MAINTENANCE SPANISH MOUNTAIN	\$410.00	20620231-52100	CONTRACTUAL SERVICES	\$410.00
Vendor Total:						\$410.00
GHD INC	380-0066343	SCHOOL STREET MULTIMODAL TRANS	\$16,633.53	10024210-52100	CONTRACTUAL SERVICES	\$16,633.53
Vendor Total:						\$16,633.53
HACH COMPANY	14346415	PROBE	\$3,611.54	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,611.54
Vendor Total:						\$3,611.54
HANSEL FORD INC	1312883	VALVE ASSEMBLY	\$51.08	10022100-56130	EXTERNAL SERVICES	\$51.08
	1313298	THROTTLE BODY, GASKET	\$401.85	10024620-56130	EXTERNAL SERVICES	\$401.85

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HANSEL FORD INC	1313809	SPRING, U-BOLT, NUT SHACKLE, INSULATORS	\$749.11	10024620-56130	EXTERNAL SERVICES	\$749.11
	1313622	HEATER ASSEMBLY	\$94.98	10521210-56130	EXTERNAL SERVICES	\$94.98
	1314264	KIT, LINK ASSEMBLY	\$452.39	80026110-56130	EXTERNAL SERVICES	\$452.39
	1314187	SPEAKER ASSEMBLY	\$56.28	84027221-56130	EXTERNAL SERVICES	\$56.28
	1314250	GRILLE	\$502.15	84027221-56130	EXTERNAL SERVICES	\$502.15
	CM1313660	RETURN: SENSOR ASSEMBLY	(\$21.79)	20324100-58510	REIMBURSABLE JOBS	(\$21.79)
	1313360	SENSOR ASSEMBLY	\$26.66	20324100-58510	REIMBURSABLE JOBS	\$26.66
	1313475	MIRROR ASSEMBLY	\$415.23	20324100-58510	REIMBURSABLE JOBS	\$415.23
	1313328	SHOCK ABSORBERS, HANDLE, LAMP	\$1,033.74	20324100-58510	REIMBURSABLE JOBS	\$1,033.74
	Vendor Total:					\$3,761.68
HD SUPPLY INC	INV006018351	CAP KIT FOR HACH LDO MODEL 2 D	\$1,617.25	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,617.25
	INV00625749	PVC 90 DEGREE ELBOW, PVC UNION, PVC COMPACT CALL V	\$270.36	82027111-54100	SUPPLIES	\$270.36
	INV00631276	CONTOL PULSATRON E PLUS	\$1,272.87	92227410-54100	SUPPLIES	\$1,272.87
Vendor Total:					\$3,160.48	
HINDERLITER DE LLAMAS AND ASSOCIATES	SIN047596	TRANSIENT OCCUPANCY TAX AUDIT	\$4,998.52	10013400-52100	CONTRACTUAL SERVICES	\$4,498.67
				10113400-52100	CONTRACTUAL SERVICES	\$499.85
				Vendor Total:		\$4,998.52
HOME DEPOT CREDIT SERVICES	6285274	CARBIDE BITS, ALUMINUM SEAM BINDER	\$51.08	10022700-56300	BUILDING MAINT. & REPAIR	\$19.89
				20824700-54102	SMALL TOOLS	\$31.19
	6011236	C STYLE TUBING CUTTER, POLYTUBING ADAPTER	\$96.88	10521210-56300	BUILDING MAINT. & REPAIR	\$96.88
	7011166	BALLVALVE, ELBOW, TYPE L COPPER, TYPE M COPPER	\$244.76	10521210-56300	BUILDING MAINT. & REPAIR	\$244.76
	9031108	PVC CORD PROTECTOR	\$12.53	20824700-56300	BUILDING MAINT. & REPAIR	\$12.53
	7016306	10 OZ SLANT	\$19.55	20824700-56300	BUILDING MAINT. & REPAIR	\$19.55
	1010616	WHITE PAINT MARKER, SHELF BRACKET	\$23.88	20824700-56300	BUILDING MAINT. & REPAIR	\$23.88
	1010567	SCREWS	\$31.06	20824700-56300	BUILDING MAINT. & REPAIR	\$31.06
	8017678	LED LIGHTS	\$59.85	20824700-56300	BUILDING MAINT. & REPAIR	\$59.85
	5030409	SURGE PROTECTOR, POWER HUB	\$65.92	20824700-56300	BUILDING MAINT. & REPAIR	\$65.92

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	8024357	SOCKET ADAPTER, BUSHING, REDUCING BUSHING	\$75.93	20824700-56300	BUILDING MAINT. & REPAIR	\$75.93
	8016150	LED LIGHTS	\$605.24	20824700-56300	BUILDING MAINT. & REPAIR	\$605.24
	2285810	CORDLESS FAUX WOOD REPLACEMENT WAND	\$7.60	31122000-56300	BUILDING MAINT. & REPAIR	\$7.60
	3081769	FAUX WOOD REPLACEMENT WAND	\$7.60	31122000-56300	BUILDING MAINT. & REPAIR	\$7.60
	5025248	WALL REPAIR PATCH KIT	\$15.22	31122000-56300	BUILDING MAINT. & REPAIR	\$15.22
	4032754	BLUE TAPE, GORILLA GLUE	\$30.75	31122000-56300	BUILDING MAINT. & REPAIR	\$30.75
	8285564	HEAVY DUTY TAR	\$38.08	73022600-56300	BUILDING MAINT. & REPAIR	\$38.08
	4285740	SW TWINTUBE LED	\$39.11	73022600-56300	BUILDING MAINT. & REPAIR	\$39.11
	5032642	CONDUIT HANGERS, THREADED ROD	\$20.85	82027111-56300	BUILDING MAINT. & REPAIR	\$20.85
	8030046	FLARE NUTS, BRASS ADAPTER	\$36.77	82027111-56300	BUILDING MAINT. & REPAIR	\$36.77
	2075429	2" CAP, 3" CAP	\$15.96	84027225-56300	BUILDING MAINT. & REPAIR	\$15.96
	7032496	STEEL TENSION BAND, CARRIER BOLTS, WASHERS	\$16.40	80026210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$16.40
	8033468	LAG SCREWS	\$1.65	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.65
	2010481	BALL VALVE, BRASS ELBOWS, CLOSE BRASS NIPPLE	\$36.42	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$36.42
	6090508	HEX BRASS NIPPLE, BRASS FIP CAP, PACKOUT	\$155.90	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$155.90
	1032041	PACKOUT, SCREWS	\$258.16	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$258.16
	7017855	HIGH FLOW REGULATOR, TEE FITTINGS	\$329.00	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$329.00
	2353270	18" X 4' CONTACT, HUSKY MODULAR	\$1,129.99	10521210-54102	SMALL TOOLS	\$565.00
				71021100-54102	SMALL TOOLS	\$564.99
	7073974	PLIERS, WIRE CUTTERS, RUST GLOSS	\$157.27	82027111-54102	SMALL TOOLS	\$150.79
				82027111-54100	SUPPLIES	\$6.48
	3074914	MINI HEX, SUPPLY LINE, ANGLES	\$33.94	10022100-54100	SUPPLIES	\$33.94
	8016232	DAY CAMP SUPPLIES	\$76.17	10022840-54100	SUPPLIES	\$76.17
	8030055	DAY CAMP SUPPLIES	\$195.71	10022840-54100	SUPPLIES	\$195.71
	5016556	MICROFIBER CLOTHS	\$10.87	20824700-54100	SUPPLIES	\$10.87
	0074446	HOOK MAGNETS	\$18.24	20824700-54100	SUPPLIES	\$18.24

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	8033419	ANT KILLER BAITS	\$23.99	20824700-54100	SUPPLIES	\$23.99
	1010703	HEAVY DUTY TARP	\$24.56	20824700-54100	SUPPLIES	\$24.56
	2024818	HONEYWELL TSTAT AND BATTERIES	\$95.48	20824700-54100	SUPPLIES	\$95.48
	8012437	BLACK & WHITE CONNECTOR	\$206.64	20824700-54100	SUPPLIES	\$206.64
	7032485	SCHLAGE KEYS	\$287.43	20824700-54100	SUPPLIES	\$287.43
	5016555	HOOVER VACUUM	\$98.01	31122000-54100	SUPPLIES	\$98.01
	1010670	BEYOND BRIGHT SUPER NOVA	\$130.52	77725200-54100	SUPPLIES	\$130.52
	9017529	DRYDEX SQUEEZE TUBE, GLOSS	\$179.98	77725200-54100	SUPPLIES	\$179.98
	7016334	CONCRETE MIX	\$26.04	80026110-54100	SUPPLIES	\$26.04
	6011256	LAG SCREWS, WASHERS, NUTS	\$238.49	80026110-54100	SUPPLIES	\$238.49
	2081789	SCHEDULE 40 10FT, 320 DEGREE ELBOW	\$71.75	80526150-54100	SUPPLIES	\$71.75
	8016146	RUBBER LEG TIPS, BUCKET, SCREWS	\$17.67	82027111-54100	SUPPLIES	\$17.67
	8030034	SPRAY BOTTLE, CLOTHS, GROUT SCRUBBER	\$38.53	82027111-54100	SUPPLIES	\$38.53
	5075265	LASER TEMPERATURE GUN, MARKER	\$101.73	82027111-54100	SUPPLIES	\$101.73
	8074625	FLAP TIES, PVC TEES, PVC UNION SLIP, PVC ADAPTER	\$157.25	82027111-54100	SUPPLIES	\$157.25
	5075266	PACKING PAPER, BUBBLE WRAP	\$24.65	83027330-54100	SUPPLIES	\$24.65
	5023874	BLUETOOTH EAR MUFF	\$256.63	83027330-54100	SUPPLIES	\$256.63
	Vendor Total:					\$5,897.69
ICC GENERAL CODE INC	GC00129279	CODIFICATION SERVICES AS PER A	\$830.00	20012500-52100	CONTRACTUAL SERVICES	\$830.00
					Vendor Total:	\$830.00
JACK DOHENY COMPANIES INC	254684	DIG TUBE	\$945.33	82027114-54100	SUPPLIES	\$472.66
				84027221-54100	SUPPLIES	\$472.67
				Vendor Total:		\$945.33
KP PUBLIC AFFAIRS LLC	7012838	COMMUNITY OUTREACH PROF SVCS	\$10,000.00	20012300-52100	CONTRACTUAL SERVICES	\$10,000.00
	7013275	COMMUNITY OUTREACH PROF SVCS	\$10,000.00	20012300-52100	CONTRACTUAL SERVICES	\$10,000.00
	Vendor Total:		\$20,000.00			
KRISTIN MYERS	20250123	CATERING SERVICES NORTH COAST CLINICS	\$1,770.00	73022601-54109	CATERING INVENTORY & SERVICES	\$1,770.00
					Vendor Total:	\$1,770.00

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LANE WESTBROOK	TA 3/25-27/25	TRAVEL ADANCE	\$1,257.58	92227410-57100	LEARNING AND DEVELOPMENT	\$628.79
				92727510-57100	LEARNING AND DEVELOPMENT	\$628.79
				Vendor Total:		\$1,257.58
LES SCHWAB TIRE CENTER	64000742368	MISCELLANEOUS TIRE SERVICES AS NEEDED	\$154.59	10024620-56130	EXTERNAL SERVICES	\$154.59
	64000743160	MISCELLANEOUS TIRE SERVICES AS NEEDED	\$60.55	10521210-56130	EXTERNAL SERVICES	\$60.55
	Vendor Total:		\$215.14			
LORELEI SCOTT	13577	CITY LOGO DECALS	\$124.76	10024620-54127	PW - SIGN POSTS/ SHEETING	\$124.76
					Vendor Total:	
LYMAN GROUP INC	1938356	PROPANE	\$99.10	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$99.10
	FNCHG-2502	FINANCE CHARGE	\$1.38	20013540-54700	FINES & PENALTIES	\$1.38
	Vendor Total:		\$100.48			
MAX BRAZILL	TA 3/23-27/25	TRAVEL ADVANCE	\$1,261.52	10020210-57100	LEARNING AND DEVELOPMENT	\$1,261.52
					Vendor Total:	
MCMASTER-CARR SUPPLY CO	41503705	STAINLESS STEEL STUD ANCHOR, SQUARE NECK CARRIAGE	\$284.06	84027225-56300	BUILDING MAINT. & REPAIR	\$284.06
	41456302	STRUT CHANNEL FLR MOUNT, STRUT CHANNEL S LOTTED H	\$1,845.38	84027225-56300	BUILDING MAINT. & REPAIR	\$1,845.38
	41457448	CLAMP MOUNT AIR POWERED MIXER	\$3,327.73	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,327.73
	Vendor Total:		\$5,457.17			
MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL	3287	RVCWD: 2024 SURPLUS WATER	\$67,130.94	92727510-52100	CONTRACTUAL SERVICES	\$67,130.94
	3283	MVCWD: 2024 CONTRACT QUANTITY	\$71,440.15	92227400-59101	FEES	\$71,440.15
	Vendor Total:		\$138,571.09			
MILSOFT UTILITY SOLUTIONS INC	20250668	MILSOFT NEW WATER DISTRICT IMPLEMENTATION SERVICES	\$3,750.00	20513300-52100	CONTRACTUAL SERVICES	\$3,750.00

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MILSOFT UTILITY SOLUTIONS INC	20247216	MILSOFT NEW WATER DISTRICT IMPLEMENTATION SERVICES	\$11,250.00	20513300-52100	CONTRACTUAL SERVICES	\$11,250.00
Vendor Total:						\$15,000.00
MUNICIPAL MAINTENANCE EQUIPMENT	033175	QUICK CLAMP, KANAFLEX	\$1,752.43	84027221-56130	EXTERNAL SERVICES	\$1,752.43
Vendor Total:						\$1,752.43
NCPA	006102-0325030	MAR 25 NCPA	\$722,381.00	80026440-58104	NCPA MANAGEMENT SERVICES	\$57,082.00
				80026440-58101	NCPA PLANT GENERATION	(\$31,085.00)
				80026440-58102	NCPA POWER PURCHASES	\$352,611.00
				80026440-58105	NCPA THIRD PARTY SALES	\$147,133.00
				80026440-58103	NCPA TRANSMISSION	\$196,640.00
				Vendor Total:		
NICK BARBIERI TRUCKING LLC	1192803-IN	CARDLOCK FUEL PURCHASES	\$787.03	10024620-56210	FUEL & FLUIDS	\$787.03
					Vendor Total:	
OFFICE DEPOT INC	408947345001	STAPLE REMOVER	\$6.10	10020210-54100	SUPPLIES	\$6.10
	409613273001	ENVELOPES, FOLDERS	\$43.43	10020210-54100	SUPPLIES	\$43.43
	412193611001	INK, NOTE PADS	\$70.15	10020210-54100	SUPPLIES	\$70.15
	409549996001	LABELS	\$82.55	10020210-54100	SUPPLIES	\$82.55
	404647463001	WALL CALANDER	\$90.34	10020210-54100	SUPPLIES	\$90.34
	408943528001	CARTRIDGES, ENVELOPES WITH CLASP	\$747.06	10020210-54100	SUPPLIES	\$747.06
	409597515001	OFFICE DEPOT INC	\$12.32	20012500-54100	SUPPLIES	\$12.32
	409593835001	PENS, SPEAKERS, RECORDER	\$251.23	20012500-54100	SUPPLIES	\$251.23
	414076775001	POUCH, NOTE PADS, WIRELESS COMBO MOUSE & KEYBOARD	\$56.17	20413500-54100	SUPPLIES	\$23.92
				80026110-54100	SUPPLIES	\$32.25
Vendor Total:						\$1,359.35
OPPERMAN & SON INC	01P79316	THERMOSTAT	\$112.64	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$112.64
	01P79583	FUSE BLOCK 6 CIRCUIT, FUSE BLOCK 12 CIRCUIT	\$240.77	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$240.77

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OPPERMAN & SON INC	01P79927	ELBOW KIT	\$201.55	10024620-56130	EXTERNAL SERVICES	\$201.55
					Vendor Total: -----	\$554.96
OREILLY AUTO PARTS	2707-382744	CORE RETURN	(\$44.00)	20324100-56112	EQUIPMENT PARTS FOR RESALE	(\$44.00)
	2707-383030	OIL FILTER	(\$5.76)	20324100-56112	EQUIPMENT PARTS FOR RESALE	(\$5.76)
	2707-383016	OIL FILTER	\$5.76	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$5.76
	2707-376039	RETURN: BRAKE PADS	(\$139.37)	10020210-56130	EXTERNAL SERVICES	(\$139.37)
	2707-383619	RETURN: TBI GASKET, MANIFOLD SET, A/C KITS, CORE R	(\$127.10)	10020210-56130	EXTERNAL SERVICES	(\$127.10)
	2707-383047	RETURN: OIL FILTER, CORE RETURN	(\$27.76)	10020210-56130	EXTERNAL SERVICES	(\$22.00)
				10020210-56130	EXTERNAL SERVICES	(\$5.76)
	2707-383640	CORE RETURN	(\$22.00)	10020210-56130	EXTERNAL SERVICES	(\$22.00)
	2707-383036	OIL FILTER	\$5.76	10020210-56130	EXTERNAL SERVICES	\$5.76
	2707-383404	OIL FILTER	\$5.76	10020210-56130	EXTERNAL SERVICES	\$5.76
	2707-382307	EMISSION HOSE	\$10.81	10020210-56130	EXTERNAL SERVICES	\$10.81
	2707-374698	CAPSULE	\$11.74	10020210-56130	EXTERNAL SERVICES	\$11.74
	2707-375690	THERMOSTAT	\$11.86	10020210-56130	EXTERNAL SERVICES	\$11.86
	2707-383478	RETAINERS	\$14.99	10020210-56130	EXTERNAL SERVICES	\$14.99
	2707-380782	FUSE ASSORTMENT	\$20.35	10020210-56130	EXTERNAL SERVICES	\$20.35
	2707-382421	FUSE ASSORTMENT	\$31.45	10020210-56130	EXTERNAL SERVICES	\$31.45
	2707-383019	OIL, AIR, CABIN FILTERS	\$34.50	10020210-56130	EXTERNAL SERVICES	\$34.50
	2707-37616	MTRCRFT OIL	\$37.43	10020210-56130	EXTERNAL SERVICES	\$37.43
	2707-383400	1 GAL ANTI FREEZE	\$65.29	10020210-56130	EXTERNAL SERVICES	\$65.29
	2707-375711	AIR, CABIN, OIL FILTERS, OIL FILTER CAP, WIPER BLA	\$93.03	10020210-56130	EXTERNAL SERVICES	\$93.03
	2707-378270	SPARK PLUG	\$94.33	10020210-56130	EXTERNAL SERVICES	\$94.33
	2707-380725	TMG CVR GSK, NEW WATER PUMP	\$148.78	10020210-56130	EXTERNAL SERVICES	\$148.78
	2707-383588	BATTERY, CORE CHARGE, BATTERY FEE	\$247.03	10020210-56130	EXTERNAL SERVICES	\$247.03
	2707-376213	FUEL FILTER, BATTERY, CORE CHARGE, BATTERY FEE	\$276.81	10020210-56130	EXTERNAL SERVICES	\$276.81

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OREILLY AUTO PARTS	2707-375848	STRUT-PLUS	\$292.34	10020210-56130	EXTERNAL SERVICES	\$292.34
	2707-382278	DISC PAD SET, BRAKE ROTOR	\$371.12	10020210-56130	EXTERNAL SERVICES	\$371.12
	2707-382346	BATTERY, CORE CHARGE, BATTERY FEE	\$406.88	10020210-56130	EXTERNAL SERVICES	\$406.88
	2707-375694	BRAKE PADS, DISC PAD SET, BRAKE ROTORS	\$467.39	10020210-56130	EXTERNAL SERVICES	\$467.39
	2707-379140	TBI GASKET, MINFOLD SET, OIL PAN, COOLANT HOSE	\$864.51	10020210-56130	EXTERNAL SERVICES	\$864.51
	2707-382780	CORE RETURNS	(\$54.00)	10022100-56130	EXTERNAL SERVICES	(\$10.00)
				80026110-56130	EXTERNAL SERVICES	(\$22.00)
				20324100-58510	REIMBURSABLE JOBS	(\$22.00)
	2707-374996	WIPER BLADE	\$26.11	10022100-56130	EXTERNAL SERVICES	\$26.11
	2707-375926	AIR, OIL FILTER, WIPER BLADE	\$49.10	10022100-56130	EXTERNAL SERVICES	\$49.10
	2707-377854	WIPER BLADE	\$65.27	10024620-56130	EXTERNAL SERVICES	\$65.27
	2707-383110	MURRAY HEAT TRANSFER	\$105.24	10024620-56130	EXTERNAL SERVICES	\$105.24
	2707-377819	OIL FILTER	\$22.19	10521210-56130	EXTERNAL SERVICES	\$22.19
	2707-374538	AIR FILTER, CABIN FILTER, OIL FILTER	\$39.31	20324100-56130	EXTERNAL SERVICES	\$39.31
	2707-376320	MINI LAMP	\$19.42	20824700-56130	EXTERNAL SERVICES	\$19.42
	2707-383249	FUEL FILTER	\$10.07	80026110-56130	EXTERNAL SERVICES	\$10.07
	2707-383568	HEADLIGHT, CAPSULE	\$14.51	80026110-56130	EXTERNAL SERVICES	\$14.51
	2707-379252	SEALED BEAM	\$20.35	80026110-56130	EXTERNAL SERVICES	\$20.35
	2707-374998	WIPER BLADE	\$26.11	80026110-56130	EXTERNAL SERVICES	\$26.11
	2707-374776	BLEEDER KIT, 1GAL BRAKE FLUID	\$45.64	80026110-56130	EXTERNAL SERVICES	\$45.64
	2707-381068	MEW MAF	\$73.86	80026110-56130	EXTERNAL SERVICES	\$73.86
	2707-383187	SENSORS	\$79.72	80026110-56130	EXTERNAL SERVICES	\$79.72
	2707-383214	SENSORS	\$113.88	80026110-56130	EXTERNAL SERVICES	\$113.88
	2707-381270	BATTERY, CORE CHARGE, BATTERY FEE	\$203.44	80026110-56130	EXTERNAL SERVICES	\$203.44
	2707-382361	DELPHI AUTOMOTIVE	\$845.38	80026110-56130	EXTERNAL SERVICES	\$845.38
	2707-380778	MICRO-V BELT	\$23.41	82027111-56130	EXTERNAL SERVICES	\$23.41
	2707-381067	IGN COIL	\$75.70	82027114-56130	EXTERNAL SERVICES	\$75.70
	2707-383229	RETURN: BATTERY, CORE RETURN	(\$46.07)	84027225-56130	EXTERNAL SERVICES	(\$46.07)

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OREILLY AUTO PARTS	2707-383144	BATTERY, CORE CHARGE, BATTERY FEE	\$46.07	84027225-56130	EXTERNAL SERVICES	\$46.07
	2707-377996	1 GAL ANTI FREEZE	\$69.64	84027225-56130	EXTERNAL SERVICES	\$69.64
	2707-383193	BATTERY, CORE CHARGE, BATTERY FEE	\$71.77	84027225-56130	EXTERNAL SERVICES	\$71.77
	2707-378998	OIL, CABIN FILTERS, WIPER BLADES	\$91.19	84027225-56130	EXTERNAL SERVICES	\$91.19
	2707-383029	OIL FILTER	\$5.76	20324100-58510	REIMBURSABLE JOBS	\$5.76
	2707-381248	BRTHR FILTER	\$14.14	20324100-58510	REIMBURSABLE JOBS	\$14.14
	2707-376068	OIL FILTER, WIPER BLADE	\$38.30	20324100-58510	REIMBURSABLE JOBS	\$38.30
	2707-382757	WIPER BLADES, CABIN, AIR, OIL FILTERS	\$123.94	20324100-58510	REIMBURSABLE JOBS	\$123.94
	2707-376653	AIR, CABIN, FUEL FILTERS, WIPER BLADE	\$301.38	20324100-58510	REIMBURSABLE JOBS	\$301.38
	2707-378589	DISC PAD SET, BRAKE ROTOR, OIL FILTER, WIPER BLADE	\$351.27	20324100-58510	REIMBURSABLE JOBS	\$351.27
	2707-381272	BATTERY, CORE CHARGE, BATTERY FEE	\$494.07	20324100-58510	REIMBURSABLE JOBS	\$494.07
	Vendor Total: -----					\$6,518.10
PACE SUPPLY CORPORATION	0210247614	RUBBER GASKET, ELL BRASS, BALL VALVE, BOLT SET	\$666.03	82027111-56300	BUILDING MAINT. & REPAIR	\$666.03
	0210248976	2 LF PLUG BRASS	\$26.65	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$26.65
	0210165147	PLUG GALV MALL	\$6.69	92227420-54100	SUPPLIES	\$6.69
Vendor Total: -----						\$699.37
PEP HOUSING	2025-03-12-01	PEP HOUSING REIMBURSEMENT PRE-DEVELOPMENT COSTS	\$455,000.00	31323400-59500	LOANS ISSUED	\$455,000.00
Vendor Total: -----						\$455,000.00
PETERSON POWER SYSTEMS INC	PR060021792	PARTS & SERVICE REPAIRS AS NEED	(\$74.68)	20324100-56130	EXTERNAL SERVICES	(\$74.68)
	PC060194862	ELEMENT, FILTER, AIR FILER, FILTER FRESH	\$500.83	82027114-56130	EXTERNAL SERVICES	\$500.83
	PC060194679	HOSE BK	\$27.64	20324100-58510	REIMBURSABLE JOBS	\$27.64
	PC060194663	HOSE BK	\$33.44	20324100-58510	REIMBURSABLE JOBS	\$33.44
	PC060194637	RING	\$35.91	20324100-58510	REIMBURSABLE JOBS	\$35.91
	PC060194863	SENSOR TEMP, SEAL, SENSOR GP	\$257.96	20324100-58510	REIMBURSABLE JOBS	\$257.96
	PC060194568	KIT SEAL	\$307.62	20324100-58510	REIMBURSABLE JOBS	\$307.62
	PC060194744	VALVE, CABLE, BLOCK	\$361.53	20324100-58510	REIMBURSABLE JOBS	\$361.53

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PETERSON POWER SYSTEMS INC	PC060194549	ELEMENT, FILTER, GASKET, LUBE FILTER, KIT SEAL	\$769.82	20324100-58510	REIMBURSABLE JOBS	\$769.82
	PR060021762	PARTS & SERVICE REPAIRS AS NEED	(\$172.60)	80026220-54100	SUPPLIES	(\$172.60)
	Vendor Total:					\$2,047.47
PETERSON TRUCKS INC	294869R	FILTER, L	\$57.28	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$57.28
	294853RX1	FILTER	\$57.28	10020210-56130	EXTERNAL SERVICES	\$57.28
	294982R	FILTER SYS, DEF FILTER, PAC FS, FILTER F, FILTER-L	\$396.87	10024620-56130	EXTERNAL SERVICES	\$396.87
	294721R	HEIGHT CO VO2J	\$134.01	10521210-56130	EXTERNAL SERVICES	\$134.01
	294721RX1	HEIGHT CO VO2J	\$134.01	10521210-56130	EXTERNAL SERVICES	\$134.01
	295159R	FILTER LU, F W SEPR, FILTER LU	\$153.11	84027221-56130	EXTERNAL SERVICES	\$153.11
	295082RX2	ELBOW FLARED TUBE, ELBOW FLARED PIPE	\$32.27	20324100-58510	REIMBURSABLE JOBS	\$32.27
	295082RX1	HOSE PWR, ELBOW PIP, ELBOW FLA	\$181.03	20324100-58510	REIMBURSABLE JOBS	\$181.03
	295082R	HOSE PWR, ELBOW PIP, ELBOW FLA, GASKET PU, GASKET	\$458.80	20324100-58510	REIMBURSABLE JOBS	\$458.80
	295079R	KIT FUEL	\$1,411.80	20324100-58510	REIMBURSABLE JOBS	\$1,411.80
	295108R	WASHER FLUID, BRAKLEEN	\$90.29	20324100-54100	SUPPLIES	\$90.29
	294853R	LITER, ES COMPL, BRAKLEEN	\$150.66	20324100-54100	SUPPLIES	\$150.66
Vendor Total:					\$3,257.41	
PG&E CO	7075-1 FEB 25	PACIFIC GAS & ELECTRIC	\$250.30	10022100-55210	UTILITIES	\$250.30
	1522-8 FEB 25	PACIFIC GAS AND ELECTRIC	\$57.82	10521210-55210	UTILITIES	\$40.48
				10621600-55210	UTILITIES	\$17.34
	6833-2 FEB 25	PACIFIC GAS & ELECTIRC	\$971.32	10521210-55210	UTILITIES	\$679.93
				10621600-55210	UTILITIES	\$291.39
	6124-2 FEB 25	PACIFIC GAS & ELECTIRC	\$2,320.05	10521210-55210	UTILITIES	\$1,624.04
				10621600-55210	UTILITIES	\$696.01
	0853-6 FEB 25	PACIFIC GAS AND ELECTRIC	\$4,240.17	31122000-55210	UTILITIES	\$4,240.17
Vendor Total:					\$7,839.66	
PITNEY BOWES INC	3107088075	POSTAGE MACHINE LEASE & SUPPLIIES	\$170.47	73022600-54101	POSTAGE	\$170.47
Vendor Total:					\$170.47	
POLYDYNE INC	1904495	LIQUID POLYMER - EMULSION, CLA	\$16,427.06	84027225-58202	CHEMICALS	\$16,427.06
Vendor Total:					\$16,427.06	

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail			
PUBLIC SERVICE DEPARTMENT	JAN 25	CITY UTILITIES	\$73,602.52	72022400-55211	GOLF UTILITIES	\$2,226.96	
				10022100-55210	UTILITIES	(\$30,387.00)	
				10022300-55210	UTILITIES	\$3,470.12	
				10022700-55210	UTILITIES	\$2,785.94	
				10024214-55210	UTILITIES	\$1,545.45	
				10024620-55210	UTILITIES	\$894.00	
				20620231-55210	UTILITIES	\$106.96	
				20824300-55210	UTILITIES	\$2,331.02	
				20824700-55210	UTILITIES	\$10,901.67	
				64020213-55210	UTILITIES	\$465.94	
				73022600-55210	UTILITIES	\$2,435.56	
				77725200-55210	UTILITIES	\$6,389.54	
				80026400-55210	UTILITIES	\$3,745.72	
				80526150-55210	UTILITIES	\$9,073.95	
				82027111-55210	UTILITIES	\$15,943.55	
				83027330-55210	UTILITIES	\$5,186.29	
				84027221-55210	UTILITIES	\$121.86	
				84027225-55210	UTILITIES	\$36,364.99	
	301382	JAN 25	WATER SERVICES: 1500 S STATE S	\$240.90	10521210-55210	UTILITIES	\$168.63
					10621600-55210	UTILITIES	\$72.27
	99946	DEC 24	WATER SERVICES: REDWOOD VALLEY WATER DISTRICT	\$10,927.50	92727500-55210	UTILITIES	\$10,927.50
	99946	JAN 25	WATER SERVICES: REWOOD VALLEY WATER DISTRICT	\$13,940.20	92727500-55210	UTILITIES	\$13,940.20
Vendor Total: -----						\$98,711.12	
QUALITROL COMPANY LLC	20286072	PART # 782-0041-00, TESTED FINAL ASSY. TM8, STAINL	\$33,208.95	80126100-80100	MACHINERY & EQUIPMENT	\$33,208.95	
Vendor Total: -----						\$33,208.95	
RADIUS TELEMATICS LLC	INV179373	MONTHLY DATA SERVICES	\$180.00	10020210-52100	CONTRACTUAL SERVICES	\$180.00	
Vendor Total: -----						\$180.00	
RAINBOW AGRICULTURAL SERVICES	960274/H	CORDLESS SAWS	\$979.85	10024620-54102	SMALL TOOLS	\$979.85	

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RAINBOW AGRICULTURAL SERVICES	78250/H	WD40 LUBRICANT, BAR OIL HUSQVARNA 1 GALLON	\$42.44	10022100-54100	SUPPLIES	\$42.44
	960337/H	CHAIN LOOP CARBIDE	\$161.11	10024620-54100	SUPPLIES	\$161.11
	77947/H	LG DUCK LND CAM VEST	\$108.88	82027114-54100	SUPPLIES	\$54.44
				84027221-54100	SUPPLIES	\$54.44
	78146/16	CHAIN LOOP	\$146.97	82027114-54100	SUPPLIES	\$73.49
				84027221-54100	SUPPLIES	\$73.48
	78014/16	BLK SM HW BIB OVERALL	\$152.41	82027114-54100	SUPPLIES	\$76.21
				84027221-54100	SUPPLIES	\$76.20
	966351/H	RAIN GEAR	\$348.38	82027114-54100	SUPPLIES	\$189.19
				84027221-54100	SUPPLIES	\$159.19
	Vendor Total:					\$1,940.04
REDWOOD TREE SERVICE STATIONS INC	FEB 25	CAR WASHES & INTERIOR CLEANING	\$147.00	10020210-56130	EXTERNAL SERVICES	\$21.00
				10020210-56130	EXTERNAL SERVICES	\$42.00
				10020210-56130	EXTERNAL SERVICES	\$42.00
				10023320-56130	EXTERNAL SERVICES	\$42.00
				Vendor Total:		\$147.00
REDWOOD WASTE SOLUTIONS INC	176655798U039	GARBAGE: 141 LOVERS LN	\$85.48	10521210-55100	TELEPHONE	\$59.84
				10621600-55100	TELEPHONE	\$25.64
	176655894U039	GARBAGE: 1500 S STATE ST	\$85.48	10521210-55100	TELEPHONE	\$59.84
				10621600-55100	TELEPHONE	\$25.64
	Vendor Total:					\$170.96
RESPECTECH	52337	PHONE SYSTEM SERVICES: 1500 S STATE ST	\$112.50	10521210-55100	TELEPHONE	\$50.63
				10523600-55100	TELEPHONE	\$5.62
				10621600-55100	TELEPHONE	\$11.25
				71021100-55100	TELEPHONE	\$22.50
				71021150-55100	TELEPHONE	\$22.50
	52149	PHONE SYSTEM SERVICES: RVCWD	\$108.00	92727510-55100	TELEPHONE	\$108.00
	Vendor Total:					\$220.50
REXEL USA INC	6A73324	HD 1000 FT, ANGLPLUG	\$36.36	82027111-56300	BUILDING MAINT. & REPAIR	\$36.36

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REXEL USA INC	6B19184	DB UNDERGROUND, BLUE 25/BOX	\$43.71	80126100-80230	INFRASTRUCTURE	\$43.71
	5X30805	ALL PURPOSE PLIER	\$50.01	20824700-54102	SMALL TOOLS	\$50.01
	5X40606	CAR E938PRR	\$244.34	80026110-54100	SUPPLIES	\$244.34
	5X92404	EG PIPECLAMP	\$2.81	82027111-54100	SUPPLIES	\$2.81
Vendor Total:						\$377.23
RINEHART OIL INC	CL46059	FUEL CARD CHARGES AS NEEDED	\$147.53	10023320-56210	FUEL & FLUIDS	\$147.53
	CL46162	FUEL CARD CHARGES AS NEEDED	\$3,680.44	10521210-56210	FUEL & FLUIDS	\$3,096.60
				10523600-56210	FUEL & FLUIDS	\$97.28
				71021100-56210	FUEL & FLUIDS	\$486.56
Vendor Total:						\$3,827.97
ROBERTO MENDOZA	1162	LAKE PUMPS- REDWOOD VALLEY WATER DIST	\$29,885.21	92727510-52100	CONTRACTUAL SERVICES	\$29,885.21
Vendor Total:						\$29,885.21
SOUTHERN TIRE MART LLC	7740009239	TIRES, TUBES, REPAIRS & LABOR	\$792.43	10020210-56130	EXTERNAL SERVICES	\$792.43
Vendor Total:						\$792.43
SUNCOAST RESEARCH LABS INC	49286	CITRUS KING ALL NATURAL FLOATING LIFT STATION DEGR	\$5,475.00	90000000-20210	BASIC TAX 7.5%	(\$485.90)
				84027221-54100	SUPPLIES	\$485.90
				84027221-54100	SUPPLIES	\$5,475.00
Vendor Total:						\$5,475.00
T J K M	0056310	TRUCK ROUTE STUDY	\$23,302.50	50824210-52100	CONTRACTUAL SERVICES	\$23,302.50
Vendor Total:						\$23,302.50
THURSTON CHRYSLER DODGE JEEP RAM	27221	CORE RETURN	(\$1,000.00)	10020210-56130	EXTERNAL SERVICES	(\$1,000.00)
	27175	ENGINE, CORE CHARGE	\$5,487.60	10020210-56130	EXTERNAL SERVICES	\$5,487.60
	27207	GASKET	\$28.99	20324100-58510	REIMBURSABLE JOBS	\$28.99
Vendor Total:						\$4,516.59
TUFTS POLYGRAPH & INVESTIGATION	2024-987 (B)	POLYGRAPH & INVESTIGATION SERVICES	\$1,150.00	10020210-54161	BACKGROUND & PHYSICALS	\$1,150.00
	2024-983 (B)	POLYGRAPH & INVESTIGATION SERVICES	\$1,207.20	10020210-54161	BACKGROUND & PHYSICALS	\$1,207.20
	2025-1029 (A)	POLYGRAPH & INVESTIGATION SERVICES	\$1,250.00	10020210-54161	BACKGROUND & PHYSICALS	\$1,250.00

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
TUFTS POLYGRAPH & INVESTIGATION	2025-1015	POLYGRAPH & INVESTIGATION SERV	\$845.00	71021150-54161	BACKGROUND & PHYSICALS	\$845.00
					Vendor Total:	\$4,452.20
UKIAH DAILY JOURNAL	0006878668	PUBLISHING SERVICES	\$55.10	20012500-52150	LEGAL SERVICES/ EXPENSES	\$55.10
	0006881054	PUBLISHING SERVICES	\$59.87	20012500-52150	LEGAL SERVICES/ EXPENSES	\$59.87
	0006881050	PUBLISHING SERVICES	\$67.81	20012500-52150	LEGAL SERVICES/ EXPENSES	\$67.81
	0006878636	PUBLISHING SERVICES	\$77.35	20012500-52150	LEGAL SERVICES/ EXPENSES	\$77.35
	0006877875	PUBLISHING SERVICES	\$269.60	20012500-52150	LEGAL SERVICES/ EXPENSES	\$269.60
	0006877605	PUBLISHING SERVICES	\$34.67	20413500-54100	SUPPLIES	\$34.67
	Vendor Total:					\$564.40
UKIAH PAPER SUPPLY	565494	JANITORIAL SUPPLIES, MISC AS N	\$293.55	10521210-54100	SUPPLIES	\$293.55
	565253	JANITORIAL SUPPLIES, MISC AS N	\$170.60	31122000-54100	SUPPLIES	\$170.60
	565124	JANITORIAL SUPPLIES, MISC AS N	\$398.10	84027225-54100	SUPPLIES	\$398.10
	Vendor Total:					\$862.25
UKIAH TROPHIES & GIFTS	0002544	EMBROIDERY SERVICES	\$804.04	10621600-54106	SPECIALTY SUPPLIES	\$804.04
	0002575	EMBROIDERY SERVICES	\$327.79	71021100-54106	SPECIALTY SUPPLIES	\$327.79
	0002541	EMBROIDERY SERVICES	\$1,256.81	71021100-54106	SPECIALTY SUPPLIES	\$1,256.81
	0002540/0002574	EMBROIDERY SERVICES	\$3,102.97	71021100-54106	SPECIALTY SUPPLIES	\$3,102.97
	0002621	EMBROIDERY SERVICES	\$1,411.02	71021150-54106	SPECIALTY SUPPLIES	\$1,411.02
	Vendor Total:					\$6,902.63
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN26128	JANITORIAL SERVICES AT WWTP FY	\$1,080.00	84027225-52100	CONTRACTUAL SERVICES	\$1,080.00
Vendor Total:						\$1,080.00
UKIAH VALLEY SANITATION DIST	104613 FEB 25	SEWER SERVICES: LOW GAP RD-SKATE PARK	\$53.47	10022100-55210	UTILITIES	\$53.47
	58070 FEB 25	SEWER SERVICES: 432 OBSERVATORY AVE	\$135.66	10022100-55210	UTILITIES	\$135.66
	89690 FEB 25	SEWER SERVICES: 1640 S STATE ST	\$87.21	31122000-55210	UTILITIES	\$87.21

List of Checks Presented for Approval on 3/21/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH VALLEY SANITATION DIST	113354 FEB 25	SEWER SERVICES: 1350 HASTINGS RD	\$53.47	80026400-55210	UTILITIES	\$53.47
					Vendor Total:	\$329.81
ULINE	189685217	RECLOSABLE BAGS	\$431.97	80026110-54100	SUPPLIES	\$431.97
					Vendor Total:	\$431.97
WESTERN RENEWABLE ENERGY GENERATION	WR41739	WREGIS CERTIFICATE FEES	\$4.40	80026400-52100	CONTRACTUAL SERVICES	\$4.40
					Vendor Total:	\$4.40
WEX BANK	102731041	FUEL FOR POLICE	\$140.22	10020210-56210	FUEL & FLUIDS	\$140.22
					Vendor Total:	\$140.22
WILLOW COUNTY WATER DIST	1092	BILL BACKS-RVCWD	\$6,026.46	92727500-59101	FEES	\$692.39
				92727500-59101	FEES	\$2,305.32
				92727500-59101	FEES	\$3,028.75
				Vendor Total:	\$6,026.46	
WYATT IRRIGATION CO	335121 01	PARTS & MISC SUPPLIES AS NEEDED	\$54.69	10022100-54100	SUPPLIES	\$54.69
	335131 01	PE TUBE, TECHLINE, DRIPLINE TEE, FITTING TEE, COUP	\$241.93	10022100-54100	SUPPLIES	\$241.93
	Vendor Total:	\$296.62				
INVOICE TOTAL:						\$1,902,390.24

List of Checks Presented for Approval on 3/28/2025

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

MJR

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ACTION RENTS	789773-2	EQUIPMENT & MACHINERY RENTAL	\$268.53	80126100-80220	BUILDING IMPROVEMENTS	\$268.53
					Vendor Total:	\$268.53
ADAMSON POLICE PRODUCTS	INV430273	DOCKING STATION FOR PAS TOUGHBOOK	\$1,052.60	10020210-56130	EXTERNAL SERVICES	\$1,052.60
					Vendor Total:	\$1,052.60
ADVANCED COLLISION REPAIR INC	2807	F-350 PAINT, PRIMER, DIAMOND PLATE, CUBBY REPAIR	\$4,316.37	10022100-56130	EXTERNAL SERVICES	\$4,316.37
					Vendor Total:	\$4,316.37
AFM ENVIRONMENTAL INC	RET 2425089 2961 1	CONTRACT WITHOLDING: 2425089	\$7,250.00	20800000-20150	AP CONTRACT RETAINAGE	\$524.50
				20800000-20150	AP CONTRACT RETAINAGE	\$6,725.50
					Vendor Total:	\$7,250.00
ALL-GUARD ALARM SYSTEMS INC	A479555	MONTHLY MONITORING WWTP	\$93.44	84027225-52180	SECURITY SERVICES	\$93.44
					Vendor Total:	\$93.44
ALPHA ANALYTICAL LABORATORIES INC	5024867-UKIAH	MISC. LABORATORY WORK AS NEEDED	\$430.00	82027111-52100	CONTRACTUAL SERVICES	\$430.00
	5022492-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$70.00	84027225-52100	CONTRACTUAL SERVICES	\$70.00
	5022883-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$70.00	84027225-52100	CONTRACTUAL SERVICES	\$70.00
	5023371-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$70.00	84027225-52100	CONTRACTUAL SERVICES	\$70.00
	5023449-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$70.00	84027225-52100	CONTRACTUAL SERVICES	\$70.00
	5022485-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$85.00	84027225-52100	CONTRACTUAL SERVICES	\$85.00
	5023095-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$93.75	84027225-52100	CONTRACTUAL SERVICES	\$93.75
	5022487-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$95.00	84027225-52100	CONTRACTUAL SERVICES	\$95.00
	5022490-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$95.00	84027225-52100	CONTRACTUAL SERVICES	\$95.00
	5026826-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$168.75	84027225-52100	CONTRACTUAL SERVICES	\$168.75
	5023869-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$252.50	84027225-52100	CONTRACTUAL SERVICES	\$252.50
	5023604-RVCWD	MISC. LABORATORY WORK AS NEEDED	\$110.00	92727510-52100	CONTRACTUAL SERVICES	\$110.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	5026365-RVCWD	MISC. LABORATORY WORK AS NEEDED	\$110.00	92727510-52100	CONTRACTUAL SERVICES	\$110.00
	Vendor Total: -----					\$1,720.00
AMAZON CAPITAL SERVICES, INC	1LGD-KW3Q-HFQ4	4-PORT USB	\$13.07	20012500-54330	COMPUTER AND TECHNOLOGY	\$13.07
	144H-N6MJ-FCPY	PANASONIC BATTERY	\$256.94	10020210-56130	EXTERNAL SERVICES	\$256.94
	1WHQ-1V1D-GG1F	LAPG WOMENS TACTICAL PANTS	\$107.32	71021150-54106	SPECIALTY SUPPLIES	\$107.32
	197Q-JWD4-JVR1	INSTANT COLD PACKS-YOUTH BASKETBALL	\$69.66	10022831-54100	SUPPLIES	\$69.66
	1YHT-X3F3-PC41	DAYCAMP SUPPLIES	\$59.52	10022840-54100	SUPPLIES	\$59.52
	11L1-KL14-CLFK	LIFT PADS	\$106.68	20324100-54100	SUPPLIES	\$106.68
	1TGX-TMPX-MQ6W	BATTERY BACKUP AND SURGE PROTECTOR	\$86.01	20513530-54100	SUPPLIES	\$86.01
	1KTX-JR4F-HN64	TONER	\$42.45	77725200-54100	SUPPLIES	\$42.45
	1LXT-VDK6-FT9R	PAPER TOWELS, BATH TISSUE	\$136.88	80026110-54100	SUPPLIES	\$136.88
	1G1F-P1NW-JN7W	CRIMPING TOOL KIT, KEYING KIT	\$285.00	82027111-54100	SUPPLIES	\$285.00
	19Q4-HWLW-L6TP	ROCK PICK HAMMER	\$116.40	82027114-54100	SUPPLIES	\$58.20
				84027221-54100	SUPPLIES	\$58.20
	1G9F-7TFP-764T	RIP STOP FIRE RETARDENT JACKET	\$142.77	82027114-54100	SUPPLIES	\$142.77
	1QKN-KV6G-476L	FIRE RETARDENT JACKET	\$150.73	82027114-54100	SUPPLIES	\$150.73
	1DTY-Q6WN-1XQR	HEAVY DUTY SHELL CUTTER	\$348.08	82027114-54100	SUPPLIES	\$348.08
	17CG-DCLN-JDTL	STREAMLIGHT FLASHLIGHTS	\$628.76	82027114-54100	SUPPLIES	\$314.38
				84027221-54100	SUPPLIES	\$314.38
	1QRV-G19K-3H3P	BANKERS BOXES	\$28.44	84027225-54100	SUPPLIES	\$28.44
	1CDC-349Y-V91J	BATTERIES	\$101.38	84027225-54100	SUPPLIES	\$101.38
	Vendor Total: -----					\$2,680.09
ASBURY ENVIRONMENTAL SERVICES	I500-01186438	DISPOSAL OF MISC. PRODUCTS AS	\$55.00	20324100-52100	CONTRACTUAL SERVICES	\$55.00
	I500-01186439	DISPOSAL OF MISC. PRODUCTS AS	\$92.00	20324100-52100	CONTRACTUAL SERVICES	\$92.00
	I500-01186869	DISPOSAL OF MISC. PRODUCTS AS	\$137.00	20324100-52100	CONTRACTUAL SERVICES	\$137.00
	Vendor Total: -----					\$284.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AT&T	000023187143	FIBER INTERNET	\$1,502.62	20913900-52601	DATA STORAGE & CONNECTIVITY	\$1,502.62
	000023119379	T1 TO INTERNET FOR DOJ/CLETS	\$286.21	10020210-55100	TELEPHONE	\$143.11
				20620231-55100	TELEPHONE	\$143.10
	000023152966	TELEPHONE SERVICES	\$4,617.68	20913900-55100	TELEPHONE	\$4,617.68
Vendor Total:						\$6,406.51
AT&T MOBILITY	8751085353X031425	VOICE & DATA CELL PHONES	\$887.98	10023200-54330	COMPUTER AND TECHNOLOGY	\$43.23
				10023320-54330	COMPUTER AND TECHNOLOGY	\$43.23
				10022100-55100	TELEPHONE	\$259.38
				10022700-55100	TELEPHONE	\$23.24
				10022810-55100	TELEPHONE	\$86.46
				20913900-55100	TELEPHONE	\$86.46
				80026400-55100	TELEPHONE	\$55.44
				82027114-55100	TELEPHONE	\$43.23
				84027221-55100	TELEPHONE	\$136.43
				92227410-55100	TELEPHONE	\$18.48
	287325300206X031425	IT ON CALL PHONE	\$55.44	10020210-55100	TELEPHONE	\$27.72
				20620231-55100	TELEPHONE	\$27.72
	832118877X03142025	DATA & VOICE CELL PHONES	\$248.17	10020210-55100	TELEPHONE	\$43.23
				20620231-55100	TELEPHONE	\$15.76
				77725200-55100	TELEPHONE	\$55.44
				80026400-55100	TELEPHONE	\$86.46
				82027110-55100	TELEPHONE	\$15.76
				84027221-55100	TELEPHONE	\$31.52
	832056361X03142025	VOICE & DATA CELL PHONES	\$357.12	10020210-55100	TELEPHONE	\$357.12
Vendor Total:						\$1,548.71
BEN KEFFELER	BA FY 24/25	BOOT ALLOWANCE	\$400.00	80026120-54100	SUPPLIES	\$400.00
Vendor Total:						\$400.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BOUND TREE MEDICAL LLC	85670667	MISC. SUPPLIES AS NEEDED	\$268.49	10521210-54107	EMS SUPPLIES	\$134.25
				71021100-54107	EMS SUPPLIES	\$134.24
				Vendor Total:		\$268.49
CALIFORNIA UTILITIES EMERGENCY ASSOCIATION	2425190	ANNUAL MEMBERSHIP 24/25	\$500.00	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$500.00
				Vendor Total:		\$500.00
CAROL GOLDBERG	3/15/25	INSTRUCTOR	\$196.00	10022850-52100	CONTRACTUAL SERVICES	\$196.00
				Vendor Total:		\$196.00
CINTAS CORPORATION	5251674113	FIRST AID SUPPLIES	\$218.73	10024620-52100	CONTRACTUAL SERVICES	\$218.73
				Vendor Total:		\$218.73
CLIPPER CONTROLS INC	14510	PROCESS AND TEMPERATURE METER, SS U-BOLT KIT	\$1,823.83	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,823.83
				Vendor Total:		\$1,823.83
COFFEE CRITIC INC, THE	R37743	MISC. COFFEE SUPPLIES AS NEEDED	\$167.50	73022601-54109	CATERING INVENTORY & SERVICES	\$167.50
				Vendor Total:		\$167.50
COMCAST	1296 MAR 25	INTERNET SERVICES	\$205.90	20913900-55100	TELEPHONE	\$205.90
	4635 MAR 25	INTERNET SERVICES	\$250.62	20913900-55100	TELEPHONE	\$250.62
	9780 MAR 25	INTERNET SERVICES	\$228.99	73022600-55100	TELEPHONE	\$228.99
	Vendor Total:					\$685.51
CONCUR TECHNOLOGIES INC	101300328741	EXPENSE AND TRAVEL SOFTWARE -	\$535.11	20413500-54320	SOFTWARE	\$535.11
				Vendor Total:		\$535.11
D WALTER K BARR	8645	DOT PHYSICALS	\$540.00	20016100-54161	BACKGROUND & PHYSICALS	\$240.00
				20324100-54161	BACKGROUND & PHYSICALS	\$150.00
				84027221-54161	BACKGROUND & PHYSICALS	\$150.00
	8678	DOT PHYSICALS	\$600.00	20324100-54161	BACKGROUND & PHYSICALS	\$150.00
				80026400-54161	BACKGROUND & PHYSICALS	\$150.00
				84027221-54161	BACKGROUND & PHYSICALS	\$300.00
				Vendor Total:		\$1,140.00
DEPARTMENT OF JUSTICE	801034	FINGERPRINTING	\$515.00	10022900-54169	LIVESCAN	\$195.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEPARTMENT OF JUSTICE	801034	FINGERPRINTING	\$515.00	20016100-54165	NEW EMPLOYEE FINGERPRINT	\$64.00
				10022840-54100	SUPPLIES	\$256.00
				Vendor Total:		\$515.00
EARLE KINLAW AND ASSOCIATES INC	22617	# 866-38666 MIGHTY MINI TRACTOR W/OSP MOUNT	\$25,669.31	84027221-54100	SUPPLIES	\$25,669.31
				Vendor Total:		\$25,669.31
EBA ENGINEERING	55915	PROJECT PLANNING LESLIE ST GAS	\$1,662.50	10024210-52100	CONTRACTUAL SERVICES	\$593.95
				20012200-52100	CONTRACTUAL SERVICES	\$1,068.55
	55914	PROJECT PLANNING LESLIE ST GAS	\$297.50	20012200-52100	CONTRACTUAL SERVICES	\$297.50
				Vendor Total:		\$1,960.00
EFAX CORPORATE	5319144	EFAX SERFVICES	\$159.90	20012200-52100	CONTRACTUAL SERVICES	\$159.90
				Vendor Total:		\$159.90
EFFICIENCY SERVICES GROUP LLC	00022937	ADMIN OF EUD PUBLIC BENEFITS P	\$4,142.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$4,142.00
	00022330	ADMIN OF EUD PUBLIC BENEFITS P	\$11,262.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$11,262.00
	00022936	ADMIN OF EUD PUBLIC BENEFITS P	\$22,931.25	80626450-52135	ENERGY CONSERVATION PROGRAM	\$22,931.25
	00022597	ADMIN OF EUD PUBLIC BENEFITS P	\$3,605.00	80626450-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,605.00
				Vendor Total:		\$41,940.25
ELLIES MUTT HUT	087493	INTERVIEW LUNCHES	\$83.89	20016100-54163	INTERVIEW SUPPLIES	\$83.89
				Vendor Total:		\$83.89
EUREKA OXYGEN CO	412589	SERVICE CHARGES	\$114.99	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$114.99
				Vendor Total:		\$114.99
EVAN TUCCI	1004	REIMBURSEMENT: DISTRIBUTION LICENSE	\$80.00	82027114-57100	LEARNING AND DEVELOPMENT	\$40.00
				84027221-57100	LEARNING AND DEVELOPMENT	\$40.00
				Vendor Total:		\$80.00
FLEETPRIDE	123883414	WIRE INSERT SOCKET	\$14.88	80026110-56130	EXTERNAL SERVICES	\$14.88
				Vendor Total:		\$14.88
GENERAL PACIFIC INC	1510658	(NOI) BOLT 5/8" X 16" SQUARE HEAD W/NUT	\$155.91	80000000-12104	INVENTORY - PURCHASES	\$155.91

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GENERAL PACIFIC INC	1510438	(NOI) BOLT 5/8" X 16" SQUARE HEAD W/NUT	\$3,510.13	80000000-12104	INVENTORY - PURCHASES	\$3,510.13
					Vendor Total: -----	\$3,666.04
GENERAL SERVICES AGENCY	20252-4	SLA/MAINTENANCE SPANISH MOUNTAIN	\$410.00	20620231-52100	CONTRACTUAL SERVICES	\$410.00
					Vendor Total: -----	\$410.00
GHILOTTI CONSTRUCTION COMPANY INC	RET 2223197 6063*18	CONTRACT WITHOLDING: 2223197	\$536,870.56	12000000-20150	AP CONTRACT RETAINAGE	\$110.89
				12000000-20150	AP CONTRACT RETAINAGE	\$2,774.40
				12000000-20150	AP CONTRACT RETAINAGE	\$3,341.40
				12000000-20150	AP CONTRACT RETAINAGE	\$4,914.25
				12000000-20150	AP CONTRACT RETAINAGE	\$8,491.05
				12000000-20150	AP CONTRACT RETAINAGE	\$9,137.81
				12000000-20150	AP CONTRACT RETAINAGE	\$15,560.08
				12000000-20150	AP CONTRACT RETAINAGE	\$15,926.00
				12000000-20150	AP CONTRACT RETAINAGE	\$18,796.00
				12000000-20150	AP CONTRACT RETAINAGE	\$25,445.13
				12000000-20150	AP CONTRACT RETAINAGE	\$32,721.21
				12000000-20150	AP CONTRACT RETAINAGE	\$79,868.08
				25200000-20150	AP CONTRACT RETAINAGE	\$443.15
				25200000-20150	AP CONTRACT RETAINAGE	\$873.93
				25200000-20150	AP CONTRACT RETAINAGE	\$1,046.30
				25200000-20150	AP CONTRACT RETAINAGE	\$1,086.34
				25200000-20150	AP CONTRACT RETAINAGE	\$1,106.52
				25200000-20150	AP CONTRACT RETAINAGE	\$1,193.19
				25200000-20150	AP CONTRACT RETAINAGE	\$2,540.86
				25200000-20150	AP CONTRACT RETAINAGE	\$2,615.56
				25200000-20150	AP CONTRACT RETAINAGE	\$2,821.71
				25200000-20150	AP CONTRACT RETAINAGE	\$3,034.72
				25200000-20150	AP CONTRACT RETAINAGE	\$4,004.41
				25200000-20150	AP CONTRACT RETAINAGE	\$4,862.93

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GHILOTTI CONSTRUCTION COMPANY INC	RET 2223197 6063*18	CONTRACT WITHHOLDING: 2223197	\$536,870.56	25200000-20150	AP CONTRACT RETAINAGE	\$4,956.57
				25200000-20150	AP CONTRACT RETAINAGE	\$14,461.62
				25200000-20150	AP CONTRACT RETAINAGE	\$20,156.63
				25200000-20150	AP CONTRACT RETAINAGE	\$24,891.34
				80100000-20150	AP CONTRACT RETAINAGE	\$65.63
				80100000-20150	AP CONTRACT RETAINAGE	\$106.70
				80100000-20150	AP CONTRACT RETAINAGE	\$125.00
				80100000-20150	AP CONTRACT RETAINAGE	\$388.29
				80100000-20150	AP CONTRACT RETAINAGE	\$657.69
				80100000-20150	AP CONTRACT RETAINAGE	\$847.09
				80100000-20150	AP CONTRACT RETAINAGE	\$870.35
				80100000-20150	AP CONTRACT RETAINAGE	\$973.10
				80100000-20150	AP CONTRACT RETAINAGE	\$978.80
				80100000-20150	AP CONTRACT RETAINAGE	\$1,789.22
				80100000-20150	AP CONTRACT RETAINAGE	\$2,654.97
				80100000-20150	AP CONTRACT RETAINAGE	\$3,382.30
				80100000-20150	AP CONTRACT RETAINAGE	\$5,820.59
				80100000-20150	AP CONTRACT RETAINAGE	\$8,605.13
				80100000-20150	AP CONTRACT RETAINAGE	\$9,817.26
				80100000-20150	AP CONTRACT RETAINAGE	\$11,787.13
				80100000-20150	AP CONTRACT RETAINAGE	\$16,750.66
				82000000-20150	AP CONTRACT RETAINAGE	\$125.00
				82000000-20150	AP CONTRACT RETAINAGE	\$271.88
				82000000-20150	AP CONTRACT RETAINAGE	\$350.49
				82000000-20150	AP CONTRACT RETAINAGE	\$372.59
				82000000-20150	AP CONTRACT RETAINAGE	\$381.92
				82000000-20150	AP CONTRACT RETAINAGE	\$397.63
				82000000-20150	AP CONTRACT RETAINAGE	\$870.35
				82000000-20150	AP CONTRACT RETAINAGE	\$1,022.15

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GHILOTTI CONSTRUCTION COMPANY INC	RET 2223197 6063*18	CONTRACT WITHHOLDING: 2223197	\$536,870.56	82000000-20150	AP CONTRACT RETAINAGE	\$1,064.10
				82000000-20150	AP CONTRACT RETAINAGE	\$3,055.49
				82000000-20150	AP CONTRACT RETAINAGE	\$4,241.71
				82000000-20150	AP CONTRACT RETAINAGE	\$9,967.89
				82000000-20150	AP CONTRACT RETAINAGE	\$18,517.09
				82000000-20150	AP CONTRACT RETAINAGE	\$20,906.52
				82100000-20150	AP CONTRACT RETAINAGE	\$2,966.71
				82100000-20150	AP CONTRACT RETAINAGE	\$5,937.07
				84400000-20150	AP CONTRACT RETAINAGE	\$125.00
				84400000-20150	AP CONTRACT RETAINAGE	\$271.88
				84400000-20150	AP CONTRACT RETAINAGE	\$350.49
				84400000-20150	AP CONTRACT RETAINAGE	\$372.59
				84400000-20150	AP CONTRACT RETAINAGE	\$397.63
				84400000-20150	AP CONTRACT RETAINAGE	\$978.80
				84400000-20150	AP CONTRACT RETAINAGE	\$1,447.15
				84400000-20150	AP CONTRACT RETAINAGE	\$1,931.52
				84400000-20150	AP CONTRACT RETAINAGE	\$1,968.39
				84400000-20150	AP CONTRACT RETAINAGE	\$5,658.45
				84400000-20150	AP CONTRACT RETAINAGE	\$17,988.60
				84400000-20150	AP CONTRACT RETAINAGE	\$18,286.58
				84400000-20150	AP CONTRACT RETAINAGE	\$19,775.35
				84400000-20150	AP CONTRACT RETAINAGE	\$24,067.55
				Vendor Total:		\$536,870.56
GOLDEN GATE BRIDGE TOLL	I692528363624	BRIDGE TOLL FEES	\$10.25	71021150-56130	EXTERNAL SERVICES	\$10.25
				Vendor Total:		\$10.25
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CI049802	HALE PRIMER VALVE, O-RING KIT	\$63.19	10521210-56130	EXTERNAL SERVICES	\$63.19
	765712	PIERCE IHC WATER TENDER	\$574,948.03	10021210-80100	MACHINERY & EQUIPMENT	\$574,948.03
			Vendor Total:		\$575,011.22	

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HACH COMPANY	14387071	REAGENT SET, CHLORINE	\$517.48	84027225-54103	LAB SUPPLIES	\$517.48
					Vendor Total:	\$517.48
HD SUPPLY INC	INV00625751	80 PVC PLIP TEE 1/2	\$42.46	82027111-54100	SUPPLIES	\$42.46
	INV0063408	PVC COPACT VALL VALCE SOCKET	\$84.20	82027111-54100	SUPPLIES	\$84.20
	INV00642743	MALE ELBOW 3/8 TUBE, 3/8 TUBE X 3/8 TUBE KNAR UNIO	\$223.87	82027111-54100	SUPPLIES	\$223.87
					Vendor Total:	\$350.53
HILDEBRAND CONSULTING LLC	701	2025 SEWER RATE FINANCIAL PLAN	\$10,000.00	84427221-52100	CONTRACTUAL SERVICES	\$10,000.00
					Vendor Total:	\$10,000.00
HOWARD INDUSTRIES C/O WRATHALL & KRUSI INC	54021-263127	TRANSFORMER, OVERHEAD MOUNT 25	\$4,765.46	80000000-12104	INVENTORY - PURCHASES	\$4,765.46
					Vendor Total:	\$4,765.46
IDEXX DISTRIBUTION INC	3169514647	ML VESSEL W/O NA	\$395.33	84027225-54103	LAB SUPPLIES	\$395.33
					Vendor Total:	\$395.33
INTERCOUNTY MECHANICAL & ELECTRICAL INC	9617	PROCURE FAN BLADES	\$638.41	31122000-56300	BUILDING MAINT. & REPAIR	\$638.41
					Vendor Total:	\$638.41
JENNIFER M BRAUS	20250482	AMBULANCE BILLING SERVICES	\$3,956.45	71021100-52110	AMBULANCE BILLING	\$1,582.58
				71021150-52110	AMBULANCE BILLING	\$2,373.87
	20250232	AMBULANCE BILLING SERVICES	\$4,516.02	71021100-52110	AMBULANCE BILLING	\$1,806.40
				71021150-52110	AMBULANCE BILLING	\$2,709.62
					Vendor Total:	\$8,472.47
KAREN LEE	1/7-2/25/25	INSTRUCTOR	\$192.50	10022850-52100	CONTRACTUAL SERVICES	\$192.50
					Vendor Total:	\$192.50
KATHERINE SCHAEFERS	497423	REIMBURSEMENT: APA ANNUAL MEMBERSHIP	\$104.04	10023100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$104.04
					Vendor Total:	\$104.04
KEITH QUIGLEY	BA FY 24/25 STB	BOOT ALLOWANCE: STATION BOOTS	\$350.00	10521210-54100	SUPPLIES	\$350.00
	BA FY 24/25 WLB	BOOT ALLOWANCE: WILDLAND BOOTS	\$450.00	10521210-54100	SUPPLIES	\$450.00
					Vendor Total:	\$800.00
LDA PARTNERS INC	13/799-01-22	CORPORATION YARD DESIGN SERVIC	\$660.13	20824300-80220	BUILDING IMPROVEMENTS	\$660.13
					Vendor Total:	\$660.13

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LUHDORFF AND SCALMANINI CONSULTING ENGINEERS INC	42615	ACKERMAN BRIDGE PIPELINE REPLACEMENT: MVCWD	\$2,495.00	92227400-52100	CONTRACTUAL SERVICES	\$2,495.00
Vendor Total:						\$2,495.00
MARK CLEMENTI PHD	02-15-25PD	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION	\$844.00	10020210-54161	BACKGROUND & PHYSICALS	\$844.00
Vendor Total:						\$844.00
MATHESON TRI-GAS INC	0031149905	OXYGEN & MISC. AS NEEDED	\$94.42	80026210-54100	SUPPLIES	\$94.42
Vendor Total:						\$94.42
MCAVHN CARE & PREVENTION NETWORK	0038287	SECURITY DEPOSIT REFUND: GRACE HUDSON PUBLIC ROOM	\$250.00	10022700-46530	MUSEUM MEETING RENTALS	\$250.00
Vendor Total:						\$250.00
MCMASTER-CARR SUPPLY CO	41815626	STAINLESS STEEL BOLT-TOGETHER FRAMING	\$40.16	84027225-56300	BUILDING MAINT. & REPAIR	\$40.16
	39512429	STAINLESS STEEL TUBING, STEEL THREADING PIPE FITTI	\$503.21	92727520-54100	SUPPLIES	\$503.21
Vendor Total:						\$543.37
MEAD & HUNT INC	376077	CONSTRUCTION ADMIN SVCS FOR RU	\$3,593.75	77825200-80230	INFRASTRUCTURE	\$3,593.75
Vendor Total:						\$3,593.75
MENDO MILL & LUMBER CO	28984/1	SNAP TRIGR RND2	\$6.56	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$6.56
	28881/1	ROPE NYLON S, BRD	\$25.61	10521210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$25.61
Vendor Total:						\$32.17
MUNICIPAL MAINTENANCE EQUIPMENT	032694	SEAL KIT, FILTER ELEMENTS, DECALS	\$943.64	84027225-56130	EXTERNAL SERVICES	\$943.64
Vendor Total:						\$943.64
NEARY AND O'BRIEN	8849	LEGAL SERVICES	\$320.00	92227400-52100	CONTRACTUAL SERVICES	\$320.00
Vendor Total:						\$320.00
NICK BARBIERI TRUCKING LLC	1189725-IN	CARDLOCK FUEL PURCHASES	\$1,565.63	20324100-58410	GARAGE LUBRICANTS & PARTS	\$1,565.63
	1190763-IN	CARDLOCK FUEL PURCHASES	\$369.89	20324100-58510	REIMBURSABLE JOBS	\$369.89
Vendor Total:						\$1,935.52
NORTH COAST OPPORTUNITIES, INC	0037759	ARRC RENTAL CANCELLATION REFUND	\$140.00	31122000-46741	OTHER RENTAL	\$140.00
Vendor Total:						\$140.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OCCU-MED LTD	0325511	PRE-EMPLOYMENT PHYSICALS	\$3,270.90	10020210-54161	BACKGROUND & PHYSICALS	\$1,857.00
				20016100-54161	BACKGROUND & PHYSICALS	\$336.20
				71021150-54161	BACKGROUND & PHYSICALS	\$722.40
				84027221-54161	BACKGROUND & PHYSICALS	\$355.30
				Vendor Total:		\$3,270.90
PACE SUPPLY CORPORATION	0210267233	6 BOLT SET PLTD	\$159.29	10022100-54100	SUPPLIES	\$159.29
				Vendor Total:		\$159.29
PETERSON POWER SYSTEMS INC	PC060194664	HOSE BK	\$230.16	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$230.16
				Vendor Total:		\$230.16
PG&E CO	3822-5 FEB 25	PACIFIC GAS & ELECTRIC	\$20,848.29	84027225-55200	PG&E	\$9,971.32
				10022100-55210	UTILITIES	\$8.11
				10022300-55210	UTILITIES	\$8.65
				10022700-55210	UTILITIES	\$208.17
				20824700-55210	UTILITIES	\$5,711.49
				70024500-55210	UTILITIES	\$1,636.21
				73022600-55210	UTILITIES	\$565.36
				73022600-55210	UTILITIES	\$2,143.93
				77725200-55210	UTILITIES	\$78.96
				82027111-55210	UTILITIES	\$418.88
				84027221-55210	UTILITIES	\$97.21
	6402-4 FEB 25	PACIFIC GAS & ELECTRIC-MVCWD-651 KUNZLER RANCH RD	\$5,437.44	92227410-55210	UTILITIES	\$5,437.44
				Vendor Total:		\$26,285.73
PHILIP ANDREW WILLIAMS	159	WATER RIGHTS LEGAL COUNSEL	\$8,963.75	82027110-52150	LEGAL SERVICES/ EXPENSES	\$8,963.75
	160	WATER RIGHTS LEGAL COUNSEL	\$13,732.50	82027110-52150	LEGAL SERVICES/ EXPENSES	\$13,732.50
			Vendor Total:		\$22,696.25	
RADIAN GENERATION HOLDCO LLC	85745	COMPLIANCE & REPORTING SERVICE	\$500.00	80026400-52100	CONTRACTUAL SERVICES	\$500.00
				Vendor Total:		\$500.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RALPH RANDALL	TR 3/19/25	TRAVEL REIMBURSEMENT	\$47.00	10020210-57100	LEARNING AND DEVELOPMENT	\$47.00
					Vendor Total:	\$47.00
REOA LTD	453	OFFICIATING OF BASKETBALL GAME	\$1,122.00	10022821-52100	CONTRACTUAL SERVICES	\$1,122.00
					Vendor Total:	\$1,122.00
RINEHART OIL INC	CL46334	FUEL CARD CHARGES AS NEEDED	\$885.47	10022100-56210	FUEL & FLUIDS	\$885.47
	CL46329	FUEL CARD CHARGES AS NEEDED	\$168.51	10023320-56210	FUEL & FLUIDS	\$168.51
	CL46335	FUEL CARD CHARGES AS NEEDED	\$1,310.91	10024210-56210	FUEL & FLUIDS	\$1,310.91
	CL46297	FUEL CARD CHARGES AS NEEDED	\$2,859.02	10521210-56210	FUEL & FLUIDS	\$2,296.83
				10523600-56210	FUEL & FLUIDS	\$159.08
				71021100-56210	FUEL & FLUIDS	\$403.11
	CL46305	FUEL CARD CHARGES AS NEEDED	\$457.12	20324100-56210	FUEL & FLUIDS	\$457.12
	CL46328	FUEL CARD CHARGES AS NEEDED	\$93.04	20513382-56210	FUEL & FLUIDS	\$93.04
	CL46330	FUEL CARD CHARGES AS NEEDED	\$222.55	20513382-56210	FUEL & FLUIDS	\$222.55
	CL46350	FUEL CARD CHARGES AS NEEDED	\$1,776.17	71021150-56210	FUEL & FLUIDS	\$1,776.17
	CL46314	FUEL CARD CHARGES AS NEEDED	\$1,595.93	80026400-56210	FUEL & FLUIDS	\$1,595.93
	CL46276	FUEL CARD CHARGES AS NEEDED	\$2,674.22	82027114-56210	FUEL & FLUIDS	\$1,337.11
				84027221-56210	FUEL & FLUIDS	\$1,337.11
	CL45935	FUEL CARD CHARGES AS NEEDED	\$327.97	92227410-56210	FUEL & FLUIDS	\$91.83
				92727520-56210	FUEL & FLUIDS	\$91.83
				93227600-56210	FUEL & FLUIDS	\$144.31
	CL46220	FUEL CARD CHARGES AS NEEDED	\$1,052.92	92227410-56210	FUEL & FLUIDS	\$294.82
				92727520-56210	FUEL & FLUIDS	\$294.82
				93227600-56210	FUEL & FLUIDS	\$463.28
	CL46084	FUEL CARD CHARGES AS NEEDED	\$1,116.33	92227410-56210	FUEL & FLUIDS	\$312.57
				92727520-56210	FUEL & FLUIDS	\$312.57
				93227600-56210	FUEL & FLUIDS	\$491.19
					Vendor Total:	\$14,540.16
RYAN MATTHEW JACKSON	031725	IT SUPPORT SERVICES	\$6,900.00	20913900-52100	CONTRACTUAL SERVICES	\$6,900.00
					Vendor Total:	\$6,900.00

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
S'WINE COUNTRY BBQ & GOURMET GRILL	3/27/25	CATERING: NORTH COAST CHAPTER MEETING	\$845.14	20013400-54100	SUPPLIES	\$845.14
					Vendor Total:	\$845.14
SANTA ROSA JUNIOR COLLEGE	AR25-00718	REGISTRATION: T ONEILL	\$3,487.00	10020210-57100	LEARNING AND DEVELOPMENT	\$3,487.00
					Vendor Total:	\$3,487.00
SOLID WASTES SYSTEMS INC	FEB 25	RESIDENTIAL GARBAGE FEES	\$70,521.76	90200000-52170	UKIAH WASTE SOLUTIONS	\$70,521.76
					Vendor Total:	\$70,521.76
STAPLES CREDIT PLAN	6024998221	BASIC STOCK 2SIDED BUSINESS CARDS 500	\$39.90	10521210-54100	SUPPLIES	\$39.90
	6024998223	BATTERIES, POST IT NOTES, STAPLES, PENS, NOTE PADS	\$61.33	20012200-54100	SUPPLIES	\$19.64
				20012200-54100	SUPPLIES	\$41.69
				Vendor Total:	\$101.23	
STEVEN RATLEY	2202-23	ARCHITECTURAL SVC & PLANS FOR	\$1,500.00	80126100-80220	BUILDING IMPROVEMENTS	\$1,500.00
					Vendor Total:	\$1,500.00
SUSAN JANSSEN	MARCH 7, 2025	BILINGUAL TESTING	\$300.00	20016100-54161	BACKGROUND & PHYSICALS	\$300.00
					Vendor Total:	\$300.00
TEAGHLACH LLC	1088	UNIFORM SUPPLIES	\$584.64	10020210-54100	SUPPLIES	\$584.64
					Vendor Total:	\$584.64
TUFTS POLYGRAPH & INVESTIGATION	2025-1030	POLYGRAPH & INVESTIGATION SERVICES	\$195.00	10020210-54161	BACKGROUND & PHYSICALS	\$195.00
					Vendor Total:	\$195.00
UKIAH PAPER SUPPLY	566833	JANITORIAL SUPPLIES, MISC AS NEEDED	\$35.00	20013540-54700	FINES & PENALTIES	\$35.00
	565188	JANITORIAL SUPPLIES, MISC AS N	\$308.84	10022100-54100	SUPPLIES	\$308.84
	565394	JANITORIAL SUPPLIES, MISC AS NEEDED	\$30.95	31122000-54100	SUPPLIES	\$30.95
	565784	JANITORIAL SUPPLIES, MISC AS NEEDED	\$200.07	31122000-54100	SUPPLIES	\$200.07
	565481	JANITORIAL SUPPLIES, MISC AS NEEDED	\$295.69	31122000-54100	SUPPLIES	\$295.69
	565390	JANITORIAL SUPPLIES, MISC AS NEEDED	\$259.02	73022600-54100	SUPPLIES	\$259.02
	565449	JANITORIAL SUPPLIES, MISC AS NEEDED	\$55.69	77725200-54100	SUPPLIES	\$55.69

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	565380	JANITORIAL SUPPLIES, MISC AS NEEDED	\$522.81	77725200-54100	SUPPLIES	\$522.81
	565411	JANITORIAL SUPPLIES, MISC AS NEEDED	\$86.16	82027111-54100	SUPPLIES	\$86.16
	565806	JANITORIAL SUPPLIES, MISC AS NEEDED	\$208.32	84027225-54100	SUPPLIES	\$208.32
	565080	JANITORIAL SUPPLIES, MISC AS NEEDED	\$525.51	84027225-54100	SUPPLIES	\$525.51
	Vendor Total:					\$2,528.06
UKIAH TROPHIES & GIFTS	0002543	EMBROIDERY SERVICES	\$1,371.50	10521210-54106	SPECIALTY SUPPLIES	\$1,371.50
	0002542	EMBROIDERY SERVICES	\$1,972.93	10521210-54106	SPECIALTY SUPPLIES	\$1,972.93
	0002573	EMBROIDERY SERVICES	\$6,046.66	10521210-54106	SPECIALTY SUPPLIES	\$6,046.66
	Vendor Total:					\$9,391.09
UKIAH WASTE SOLUTIONS, INC	176581225U034	BIOSOLID REMOVAL	\$15,168.09	84027225-52100	CONTRACTUAL SERVICES	\$15,168.09
	176648130U034	BIOSOLID REMOVAL	\$15,992.82	84027225-52100	CONTRACTUAL SERVICES	\$15,992.82
	176648327U034	MSWMA OPERATIONS	\$30,496.93	92000000-52173	ILLEGAL DUMP CLEANUP	\$1,475.32
				92000000-52170	UKIAH WASTE SOLUTIONS	\$29,021.61
				Vendor Total:		
WESTERN RENEWABLE ENERGY GENERATION	WR49952	WREGIS CERTIFICATE FEES	\$5.71	80026400-52100	CONTRACTUAL SERVICES	\$5.71
					Vendor Total:	
WYATT IRRIGATION CO	335202 01	PARTS & MISC SUPPLIES AS NEEDED	\$13.62	10022100-54100	SUPPLIES	\$13.62
					Vendor Total:	
XEROX CORP	023210471	COPIER LEASE - SEE ADD'L DESCR	\$175.20	10022700-52100	CONTRACTUAL SERVICES	\$175.20
	023132112	COPIER LEASE - SEE ADD'L DESCR	\$109.74	73022600-52100	CONTRACTUAL SERVICES	\$109.74
	023210470	COPIER LEASE - SEE ADD'L DESCR	\$156.71	10020210-54500	EQUIP RENTS AND LEASES	\$109.70
				20620231-54500	EQUIP RENTS AND LEASES	\$31.35
				64020213-54500	EQUIP RENTS AND LEASES	\$15.66
	023132111	COPIER LEASE - SEE ADD'L DESCR	\$742.02	10020210-54500	EQUIP RENTS AND LEASES	\$519.54
				20620231-54500	EQUIP RENTS AND LEASES	\$148.44
				64020213-54500	EQUIP RENTS AND LEASES	\$74.04
	023210477	COPIER LEASE - SEE ADD'L DESCR	\$157.51	10521210-54500	EQUIP RENTS AND LEASES	\$157.51
	023132109	COPIER LEASE - SEE ADD'L DESCR	\$458.37	20012200-54500	EQUIP RENTS AND LEASES	\$458.37

List of Checks Presented for Approval on 3/28/2025

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
XEROX CORP	023132108	COPIER LEASE - SEE ADD'L DESCR	\$486.22	20012200-54500	EQUIP RENTS AND LEASES	\$486.22
	023132110	COPIER LEASE - SEE ADD'L DESCR	\$1,119.87	20012200-54500	EQUIP RENTS AND LEASES	\$1,119.87
	023132145	COPIER LEASE - SEE ADD'L DESCR	\$325.09	80026400-54500	EQUIP RENTS AND LEASES	\$325.09
Vendor Total:						\$3,730.73
INVOICE TOTAL:						\$1,486,763.24

TO: Accounts Payable
 CC: Jessie Brunell & Mary Horger
 FROM: Lauren Ruffin

RE: Payroll & Vendor Checks for Agenda Item
 DATE: 03/07/25

FOR PAY DATE OF:	03/07/25		
PAYROLL PERIOD:	02/16/25	TO	03/01/25
PAYROLL CHECK #'s:	517244	TO	517340
PAYROLL STUB #'s:	134987	TO	135334

TOTAL EMPLOYEE CHECKS:	\$53,683.77
TOTAL ACH TRANSACTIONS:	\$ 725,746.56
SUBTOTAL: PAYROLL CKS & DIRECT DEPOSITS	\$ 779,430.33
TOTAL VENDOR CHECKS:	\$ 1,776.58
TOTAL VENDOR EFT PAYMENTS	\$ 11,580.66
TOTAL EFT PAYMENTS - COU	\$ 417,942.97
SUBTOTAL: EFT PAYMENTS	\$ 431,300.21
GRAND TOTAL:	\$ 1,210,730.54

REISSUE OF VOID CK
 OR MANUAL CHECK:

MISC check 517244

PAYABLE TO:

\$245.63 GARCIA, ELIANNA M.

VOID CHECK NO:

517055

PAYABLE TO:

(\$245.63) GARCIA, ELIANNA M.

TO: Accounts Payable
 CC: Jessie Brunell & Mary Horger
 FROM: Lauren Ruffin

RE: Payroll & Vendor Checks for Agenda Item
 DATE: 03/21/25

FOR PAY DATE OF:	03/21/25		
PAYROLL PERIOD:	03/02/25	TO	03/15/25
PAYROLL CHECK #'s:	517341	TO	517419
PAYROLL STUB #'s:	135335	TO	135667

TOTAL EMPLOYEE CHECKS:	\$50,497.95
TOTAL ACH TRANSACTIONS:	\$ 691,154.61
SUBTOTAL: PAYROLL CKS & DIRECT DEPOSITS	\$ 741,652.56
TOTAL VENDOR CHECKS:	\$ 1,680.58
TOTAL VENDOR EFT PAYMENTS	\$ 11,532.45
TOTAL EFT PAYMENTS - COU	\$ 399,313.80
SUBTOTAL: EFT PAYMENTS	\$ 412,526.83
GRAND TOTAL:	\$ 1,154,179.39

REISSUE OF VOID CK
 OR MANUAL CHECK:
 MISC check

PAYABLE TO:

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VOID CHECK NO:

PAYABLE TO:

_____	_____
_____	_____
_____	_____
_____	_____

Kristine Lawler

From: UkiahWhistleblower <UkiahWhistleblower@protonmail.com>
Sent: Friday, May 2, 2025 6:45 PM
To: Doug Crane; Susan Sher; Mari Rodin; Heather Criss; Juan Orozco; CityClerk
Subject: Demand for Transparency: Budget Breakdown, Police Spending & Housing Crisis

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Ukiah City Council,

As a resident and small business owner, I am deeply concerned about the decisions made in the May 7, 2025 council meeting.

You approved:

- \$13.7 million in March payments with **no public breakdown** of where that money went
- An \$84,000 invoice for the Potter Valley Project with **no explanation of services rendered**
- Ongoing funding for police departments and asset seizure programs, without any itemized budgets or transparency
- Ordinance updates allowing **landlords to pass utility and capital costs onto mobilehome residents**, some of whom live on **fixed incomes**
- Rent increases during in-place transfers—guaranteeing higher costs for the next tenant

This is unacceptable. The community deserves:

1. A full breakdown of the \$13.7M in expenditures
2. A line-by-line explanation of the \$84K invoice
3. A transparent accounting of police funds, including SLESF, asset forfeiture, and public safety expenditures
4. A plan for how the City intends to prevent homelessness and displacement caused by these rent pass-throughs and increases
5. An immediate statement on why Mayor Douglas Crane—whose private financial interest as a landlord is well known—is allowed to vote on housing policy without recusal

What are you doing to support the working poor? The elders? The families scraping by? The renters who can't afford another \$50 utility pass-through?

We deserve answers, and we deserve leadership that prioritizes people, not profit.

We deserve answers, and we deserve leadership that prioritizes people, not profit. I hope you'll have these numbers ready and publicly accessible **before** the May 7 meeting—**without requiring an official records request or escalation up the chain of command**. Transparency should not be a special request. It should be the baseline.

In defense of my community,

An Anonymous Source from Ukiah



AGENDA SUMMARY REPORT

SUBJECT: Consideration of Adoption of Resolution Approving Record Destruction for Outdated Records from the Payroll Division, City Manager's Office, Electric Utility, and Fire Department.

DEPARTMENT: City Clerk

PREPARED BY: Araceli Sandoval, Deputy City Clerk

PRESENTER: Kristine Lawler, City Clerk

ATTACHMENTS:

1. Proposed Resolution with Exhibit A

Summary: The City Council will consider adopting a resolution authorizing the destruction of outdated documents from the Payroll Division, City Manager's Office, Electric Utility, and Fire Department.

Background: The City of Ukiah's Records Retention Guidelines were constructed based on the State of California's recommended retention schedule and various government regulations, as well as recommendations from City departments. The Payroll Division, City Manager's Office, Electric Utility, and Fire department, along with the City Clerk's office and the City Attorney's office, have reviewed the Transfer Notices for a total of 36 boxes that are due for destruction per the Guidelines, and have approved them for shredding.

Discussion: The estimated cost for shredding the 36 boxes is \$288, and this has been budgeted for the 24-25 fiscal year.

Staff recommends that Council adopt the resolution (Attachment 1), authorizing the destruction of 36 boxes of outdated documents, attached as Exhibit A to the resolution.

Recommended Action: Adopt resolution authorizing the destruction of outdated records from the Payroll Division, City Manager's Office, Electric Utility, and Fire Department.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: 20012500.52100 - City Clerk Contracted Services: \$1,616

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: City Clerk Contracted Services budget

REVENUE: No **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2025-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AUTHORIZING THE DESTRUCTION OF OUTDATED RECORDS

WHEREAS, the Payroll Division, City Manager, Electric Utility, and Fire departments, along with the City Clerk's office and the City Attorney's office, have reviewed and approved the list of records that are attached as Exhibit A, and determined that said records are no longer necessary and may at this time be destroyed.

NOW, THEREFORE, BE IT RESOLVED that the Ukiah City Council hereby approves the destruction of certain outdated records, contained in Exhibit A of this Resolution, and authorizes the City Clerk to destroy the records.

PASSED AND ADOPTED this 7th day of May, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk

PAYROLL
RECORDS SCHEDULED FOR DESTRUCTION

Exhibit A

ROOM	SHELF	LOCATION	BOX #	Date Rec'd	Central File #	RECORD TITLE	START DATE	END DATE	RETAIN UNTIL	USER/SENDER	DEPARTMENT
1	a	2	01110	2/16/1990	714.20	Salary Records	1/1/1951	12/31/1986	1989	Inman	Payroll
1	d	57	04559	3/8/2016	714.09	Employee Time Sheets	1/1/2009	12/31/2014	2022	Elizabeth MacFarland	Payroll
1	e	82	04787	5/25/2018	714.20	Salary Records	9/1/2016	12/1/2016	2023	Kippi Cummins	Payroll
1	e	88	00023	5/25/2018	714.20	Salary Records	5/1/2016	8/31/2016	2023	Kippi Cummins	Payroll
1	f	94	04561	3/8/2016	714.09	Employee Time Sheets	6/1/2014	10/31/2014	2022	Elizabeth MacFarland	Payroll
1	f	100	04789	5/25/2018	714.09	Employee Time Sheets	1/1/2016	4/30/2016	2023	Kippi Cummins	Payroll
1	g	117	04564	3/8/2016	714.09	Employee Time Sheets	12/1/2013	6/30/2014	2021	Elizabeth MacFarland	Payroll
1	L	211	02117		714.10	Feature Distribution	1/1/1999	3/31/1999	2024	Thomas	Payroll
1	L	217	02119		714.10	Feature Distribution	10/1/1999	12/31/1999	2024	Thomas	Payroll
1	m	229	02121		714.10	Feature Distribution	7/1/1999	9/30/1999	2024	Thomas	Payroll
1	m	238	02123		714.10	Feature Distribution	4/1/1999	6/30/1999	2024	Thomas	Payroll
1	p	296	02061			Payroll Ledgers	10/1/1998	12/31/1998	2023	Thomas	Payroll
1	q	322	01576		714.10	Feature Distribution	7/1/1994	11/30/1998	2024		Payroll
1	r	344	04394	6/1/2015	714.09	Employee Time Sheets	12/1/2012	6/30/2013	2020		Payroll
1	r	346	04395	6/1/2015	714.09	Employee Time Sheets	6/1/2013	12/31/2013	2020		Payroll
1	t	387	02190			Confidential Program Files	1/1/1992	12/31/1998	2023	Klingbeil	Payroll
1	z	518	01381		714.05	Check Register	1/1/1992	3/30/1993	1996	Deknoblough	Payroll
2	g	733	02003			Payroll Ledgers	7/1/1999	9/30/1999	2024	Thomas	Payroll
2	g	736	02006		714.05	Feature Distribution	3/1/1997	3/30/1998	2023	Thomas	Payroll
2	h	742	02012		714.10	Feature Distribution	3/1/1998	6/30/1998	2023	Thomas	Payroll
2	r	940	04663	7/27/2017	714.09	Employee Time Sheets	1/1/2015	5/30/2015	2023	ElizaBeth MacFarland	Payroll
2	t	986	02462			Payroll Ledgers	10/1/1997	6/30/1998	2023	Thomas	Payroll
2	u	1017	04666	7/27/2017	714.09	Employee Time Sheets	5/1/2015	8/30/2015	2023	ElizaBeth MacFarland	Payroll
2	u	1018	04667	7/27/2017	714.09	Employee Time Sheets	8/1/2015	12/30/2015	2023	ElizaBeth MacFarland	Payroll
2	cc	1174	00680	2/15/2022	714.11	Federal and State Reports; Payroll	1/1/2015	12/31/2016	2021	Kippi Cummins	Payroll
2	cc	1189	00688	1/5/2022	714.09	Employee Time Sheets	12/18/2016	4/22/2017	2024	Devon King	Payroll
2	cc	1190	00689	1/5/2022	714.09	Employee Time Sheets	8/13/2017	12/31/2017	2024	Devon King	Payroll
2	dd	1197	00679	1/5/2022	714.09	Employee Time Sheets	4/23/2017	8/12/2017	2024	Devon King	Payroll
2	dd	1198	00681	2/15/2022	714.20	Salary Records	1/1/2019	12/31/2019	2023	Kippi Cummins	Payroll
2	dd	1203	00579	6/22/2021	714.20	Salary Records	1/1/2018	12/31/2018	2022	Kippi Cummins	Payroll
2	dd	1212	00682	2/15/2022	714.02	Benefit Distribution	1/1/2012	12/31/2013	2020	Kippi Cummins	Payroll

CITY MANAGER
RECORDS SCHEDULED FOR DESTRUCTION

ROOM	SHELF	LOCATION	BOX #	Date Rec'd	Con / Pub	Central File #	RECORD TITLE	START DATE	END DATE	RETAIN UNTIL	USER/SENDER	DEPARTMENT	COMMENT
2	p	908	00979		Pub	101.01	General Subject Files - Administration	11/17/1993	6/19/1996	1999		City Manager	

ELECTRIC UTILITY
RECORDS SCHEDULED FOR DESTRUCTION

LOCATION	BOX #	Date Rec'd	Con/P ub	Central File #	RECORD TITLE	START DATE	END DATE	RETAIN UNTIL	USER/SENDER	DEPARTMENT
Rolling Files	05001	4/23/2025	Pub	601.01	General Subject Files	1/1/2009	12/31/2022	2024	Diann Lucchetti	Electric Utility

FIRE

RECORDS SCHEDULED FOR DESTRUCTION

ROOM	SHELF	LOCATION	BOX #	Date Rec'd	Con / Pub	Central File #	RECORD TITLE	START DATE	END DATE	RETAIN UNTIL	USER/SENDER	DEPARTMENT	COMMENT
1	k	185	01718		Pub		9 Entry level Fire Fighter study guides	1/1/1981	1/31/1997	2022	McAfee	Fire	
1	w	448	01930		Pub		Daily Journals, Shift History Reports	1/1/1995	12/31/1997	2022	McAfee	Fire	
2	d	667	01887		Pub		Human Resources, FLSA, Overtime and Payroll	1/1/1993	12/31/1997	2022	Faye McAfee	Fire	9/4/24 gave box to Sheri to review



AGENDA SUMMARY REPORT

SUBJECT: Annual Report on Mobilehome Park Stabilization Fees and Activities, Adoption of Resolution Updating Program Costs, and Approval to Waive Fees for the FY 2024-25.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Kristine Lawler, City Clerk

ATTACHMENTS:

1. Ordinance No. 1126
2. CC Reso 2023-21 - Mobilehome Rent Stabilization Fees
3. 2025 Letter to Residents
4. Proposed Resolution - redline and clean
5. Correspondence Received - UkiahWhistleblower

Summary: Council will receive an annual report on the administrative costs and activities regarding the mobilehome park rent stabilization program, and consider waiving the fees for the Fiscal Year 2024-25.

Background: In October 2010, the City Council adopted Ordinance 1126 (Attachment 1) to provide regulations surrounding mobilehome park rent increases and capital improvement pass-through costs. This Ordinance works in tandem with an adopted resolution that sets the administrative fees associated with Section 2715 of the Ordinance, and is reviewed annually.

In 2018, Council gave direction to Staff to charge the mobilehome park stabilization account each year to cover the City administrative costs incurred to maintain the requirements laid out in the Resolution; only invoicing the mobilehome park owners/residents when the balance in the account falls below the estimated costs for arbitration and administrative activities. The City Attorney also stated that the mobilehome parks cannot be legally charged if the account has an excess of funds that is more than needed for the estimated costs of arbitration. Additionally, Staff was directed to implement an annual educational program to inform the tenants of their rights through the ordinance and resolution, and include those actions and results in the yearly report to Council.

As part of the educational program, a webpage was established and has been maintained on the City's website at: <https://cityofukiah.com/city-clerk/#mobile-home>. The webpage contains links to the following: Ordinance 1126 and Resolution 2024-22 that govern the stabilization process and costs; the December 20, 2017, Staff Report to Council that details how the fees are assessed; and the annual letter sent to the mobilehome park owners regarding the October CPI, which dictates the amount that rent can be increased. All correspondence and documents pertaining to the mobilehome park rent stabilization are added on an on-going basis to this webpage.

In June of 2024, Council adopted Resolution 2024-22 (Attachment 2) that amended and updated the arbitration and administrative costs.

In addition, a letter (Attachment 3) was sent out on April 23, 2025, to all mobilehome park residents to bring their awareness to the website resource. As of the publication of this agenda item, the Clerk's office received one inquiry from a park resident who asked to have the letter translated into Spanish, which was done and

sent to the requestor the same day. The Clerk's office will take additional steps to have the ordinance and resolution translated and posted onto the website.

Discussion: The current before-year-end-close balance in the Mobilehome Rent Stabilization Trust Fund (90000000.23251) is \$21,808. The estimated attorney fees for 8 hours at a rate of \$400 per hour is \$3,200, discounted by 50% is \$1,600. Assuming an arbitration hearing takes one 8-hour day, and the arbitrator takes 4 hours to prepare a written decision, a total of 12 hours at \$1,250 (average arbitration cost) = \$15,000 + \$950 (admin fee for arbitration) for a total of \$15,950.

The estimated administrative and educational outreach costs for the 24-25 Fiscal Year is \$2,085 (using the higher of the two invoicing rates specified in Exhibit A of the resolution).

The remaining fund balance less the administrative costs, attorney fees, and arbitrator cost, would leave a balance of \$2,173. As the estimated remaining balance would still exceed the suggested reasonable estimate of costs, Staff recommends waiving the annual billing to the mobilehome parks for the fiscal year 2024-25, and authorize the use of the account reserves for the current year administrative activities. If no billing is sent to the mobilehome parks, then the administrative cost plus the educational outreach cost would be \$1,120.

Costs to implement the program shown on Exhibit A to Resolution 2024-22, have changed due to clerk, attorney, and postal rate changes. Therefore, Staff is recommending adoption of a new resolution amending Exhibit A to include the cost differences. Red-line and clean versions of the proposed resolution are included as Attachment 4. These changes would not affect the recommendation to waive the annual fee to the mobilehome parks for the fiscal year 2024-25.

Projecting forward, it is anticipated that next fiscal year (25-26) will also have enough reserves in the mobilehome rent stabilization fund to cover the administrative costs. However, the year following that (FY 26-27) it is anticipated that the mobilehome parks will need to be invoiced.

Recommended Action: Receive report on the Mobilehome Park Stabilization Administrative Costs and Activities; adopt the Resolution Amending Exhibit A - updating the program costs; approve waiving fees for the FY 2024-25, and authorize the use of the account reserves for current year administrative activities.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: 90000000.23251: \$21,808

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: Mobilehome Rent Stabilization Trust Fund

REVENUE: No **GRANT:** No

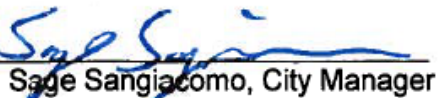
PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved: 
Sage Sangiacomo, City Manager

ORDINANCE NO. 1126**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
UKIAH ADDING A NEW CHAPTER 8, ENTITLED:
"MOBILEHOME RENT STABILIZATION," TO DIVISION 1
OF THE UKIAH CITY CODE.****SECTION ONE.**

The City Council of the City of Ukiah hereby ordains that a new Chapter 8, entitled "Mobilehome Rent Stabilization" is hereby added to Division 1 of the Ukiah City Code to read as follows.

DIVISION 1 BUILDING**CHAPTER 8 MOBILEHOME RENT STABILIZATION****2700: FINDINGS AND PURPOSE.**

(A) The State of California has recognized, by the adoption of special legislation regulating tenancies of mobilehome owners in mobilehome parks, that there is a significant distinction between homeowners in mobilehome parks and other dwelling units, and the State likewise has recognized that homeowners in mobilehome parks, unlike apartment tenants or residents of other rental stock, are in the unique position of having made a substantial investment in a residence, the space for which is rented or leased as distinguished from owned.

The physical removal and relocation of a mobilehome from a rented or leased space within a mobilehome park can be accomplished only at substantial cost and inconvenience with a limited concurrent ability to find another location and, in many instances, the removal requires a separation of the mobilehome unit from appurtenances which have been made permanent, thus creating severe damage and depreciation in value to the mobilehome.

Because of the limited availability of vacant spaces in mobilehome parks, the age and condition of some mobilehomes and the cost of moving mobilehomes, it is extremely difficult, if not impossible, to move a mobilehome from one park to another within the City.

(B) There is presently within the City and the surrounding areas a shortage of sites for the placement of mobilehomes.

(C) According to the Ukiah General Plan Housing Element, mobilehomes presently constitute an important source of housing for persons of extremely low,

very low, low, and moderate income levels, who as a group are unable to afford unreasonably large rent increases.

(D) A large number of persons living in mobilehomes are elderly, some of whom live on small fixed incomes. These persons may expend a substantial portion of their income on rent and may not be able to afford other housing within the City.

(E) Rents for sites within mobilehome parks in the City have, prior to the adoption of this chapter, increased substantially, with recent increases in one park exceeding by a substantial amount the annual increase in the cost of living.

(F) Space rent increases at the time of sale or other transfer of a mobilehome within a park have been shown to be substantially over the pre-transfer rent. Such large rent increases at the time of sale of a mobilehome may unfairly depress the sales price of the mobilehome and work an economic hardship on the mobilehome owner. The annual rent increases and vacancy control provisions of this chapter prevent this economic hardship while protecting the property rights of owners.

(G) Because of the space shortage and potential for rapidly rising rents, regulation is necessary to assure that economic hardship to a substantial number of mobilehome owners in the City, many of whom are senior citizens on low fixed incomes, does not occur.

(H) It is the purpose of this chapter to establish a speedy and efficient method of reviewing certain requested mobilehome space rent increases in mobilehome parks to protect mobilehome owners from arbitrary, capricious or unreasonable site rent adjustments while insuring owners and/or operators and investors a fair and reasonable return on their investment in their mobilehome park.

§2701: DEFINITIONS.

For the purpose of this chapter, the following words, terms and phrases shall be defined as follows:

(A) "Affected mobilehome owners" means those mobilehome owners whose space is not covered by a valid lease meeting the requirements of section 798.17(b) of the California Civil Code or otherwise legally exempt from local rent control regulation.

(B) "Arbitrator" means a person who is neither a mobilehome owner nor has an interest in a mobilehome park of a nature that would require disqualification under the provisions of the Political Reform Act if the person were a designated City employee, has experience in analysis of financial records, and meets one of the following criteria:

(1) Licensed attorney or CPA who is qualified by experience or training to conduct the arbitrations authorized by this chapter.

(2) Membership in the American Arbitration Association with expertise in rental dispute arbitration; or

(3) Service as a judge in a state or federal court.

(C) "Capital improvement" means those improvements which directly and primarily benefit and serve the existing mobilehome owners by materially adding to the value of the park or adapting it to new uses, and which are required to be amortized over the useful life of the improvements pursuant to the provisions of the Internal Revenue Code. "Capital improvement costs" means all costs reasonably and necessarily related to the planning, engineering and construction of capital improvements and shall include debt service costs, if any, incurred as a direct result of the capital improvement. Capital improvement does not include ordinary maintenance or repairs or Capital replacements.

(D) "Capital replacement" means a capital expenditure as defined by the Internal Revenue Code which replaces, upgrades or repairs an existing improvement, such as, but not limited to, an on-site water or electrical distribution or sewage collection system, a street, a parking area, or common facility, such as a laundry, community kitchen or meeting room. If the expenditure qualifies for treatment as a capital expenditure which must be depreciated under the Internal Revenue Code, it is a capital replacement. If it can be fully deducted in one year as a business expense, it does not qualify as a capital replacement.

(E) "City" means the City of Ukiah, California.

(F) "Clerk" means Clerk of the Ukiah Mobilehome Rent Stabilization Program, who shall be an employee or independent contractor designated by the City Manager as the Clerk and assigned the Clerk's duties as prescribed by this chapter or as needed for the proper implementation of this chapter.

(G) "Consumer Price Index" or "CPI" means the Consumer Price Index for all urban consumers in the San Francisco/Oakland/San Jose area published by the United States Bureau of Labor Statistics.

(H) "Department" means the Department of Community Development of the City of Ukiah.

(I) "MRL" means the California Mobilehome Residency Law.

(J) "Mobilehome" means

(1) a structure designed for human habitation and for being moved on a street or highway under permit pursuant to Section 35790 of the Vehicle Code, including a manufactured home, as defined in Section 18007 of the Health and Safety Code, and a mobilehome, as defined in Section 18008 of the Health and Safety Code, but, except as provided in subdivision (2), does not include a recreational vehicle, as defined in Section 799.29 of the Civil Code and Section 18010 of the Health and Safety Code or a commercial coach as defined in Section 18001.8 of the Health and Safety Code.

(2) "Mobilehome," for purposes of this chapter, also includes trailers and other recreational vehicles of all types defined in Section 18010 of the Health and Safety Code, other than motor homes, truck campers, and camping trailers, which are used for human habitation, if the occupancy criteria of either paragraph (i) or (ii), as follows, are met:

(i) The trailer or other recreational vehicle occupies a mobilehome site in the park, on November 15, 1992, under a rental agreement with a term of one month or longer, and the trailer or other recreational vehicle occupied a mobilehome site in the park prior to January 1, 1991.

(ii) The trailer or other recreational vehicle occupies a mobilehome site in the park for nine or more continuous months commencing on or after November 15, 1992.

"Mobilehome" does not include a trailer or other recreational vehicle located in a recreational vehicle park subject to Chapter 2.6 (commencing with Section 799.20) of the Civil Code.

(K) "Mobilehome park" or "park" means any area of land within the City of Ukiah where two or more mobilehome spaces are rented, or held out for rent, to accommodate mobilehomes used for human habitation.

(L) "Mobilehome space" means the site within a mobilehome park intended, designed or used for the location or accommodation of a mobilehome and any accessory structures or appurtenances attached thereto or used in conjunction therewith.

(M) "Mobilehome owner" means a person who is the owner of a mobilehome and legally occupies the mobilehome within a mobilehome park. Unless otherwise indicated, mobilehome owner includes tenants.

(N) "Owner" means the owner or operator of a mobilehome park or an agent or representative authorized to act on said owner's or operator's behalf in connection with the maintenance or operation of such park.

(O) "Party" as used in this chapter refers to any affected mobilehome owner and/or owner involved in proceedings under this chapter.

(P) "Prospective mobilehome owner" means a person who is in the process of negotiating a tenancy in a mobilehome park.

(Q) "Rent" means the consideration paid for the use or occupancy of a mobilehome space.

(R) "Rent stabilization administration fee" means the fee established from time to time by resolution of the City Council in accordance with the provisions of the chapter.

(S) "Rent increase" means any increase in base rent charged by an owner to a mobilehome owner or offered to a prospective mobilehome owner.

(T) "Tenant" means the person or persons who have signed a lease of a mobilehome park space as the lessee of the space.

2702: BASE RENT.

Except as provided in this chapter, an owner shall not demand, accept or retain rent for a mobilehome space exceeding the base rent which shall be the rent in effect for that space on the date this section becomes effective (the "Effective Date"). If a previously rented mobilehome space was not rented on the Effective Date, the base rent shall not exceed the rent in effect during the last month the space was rented prior to that date, except as provided in this chapter. For a mobilehome space first rented after the Effective Date, the owner shall establish the base rent. For parks annexed into the City after the Effective Date, the base rent shall be the rent charged on the effective date of a park's annexation into the City.

§2703: CONSUMER PRICE INDEX, UTILITIES AND OTHER PASS THROUGHs.

(A) Consumer Price Index. An owner, once in any 12-month period, may impose a rent increase for a mobilehome space by 100 percent of the percentage increase, if any, in the Consumer Price Index (CPI) during the most recent 12-month period ending in October; provided, however, the rental increase shall not exceed five percent of the previous rent charged for the space. If an owner has obtained a rent increase under subsection 2704(B), the owner may calculate the rent increase allowed by this subsection based upon the approved comparable rent as allowed in subsection 2704(B) instead of upon the actual rent in effect at the time of the increase.

(B) If the change in the CPI exceeds five percent for two consecutive years, the Clerk shall review the maximum rent increase and recommend an ordinance amendment if appropriate.

(C) Government Mandated Expense Pass Through. An owner may pass through to affected mobilehome owners any new or increase in government mandated capital expenditures and operating expenses including taxes (other than the two percent annual increase authorized by California Constitution Article XIII A, section 2(b)) and assessments, fees and mandated expenses due to code changes subject to the following procedure:

(1) Upon a petition signed by one adult mobilehome owner for each of 50 percent of the spaces subject to rent control in a mobilehome park or 50 spaces, whichever is less, and filed with the Clerk within 30 days of the date the owner gives notice of a government mandated expense pass through to every affected mobilehome owner, the Arbitrator, in accordance with the meet and confer and arbitration procedures provided in this chapter, may disallow or decrease the proposed pass through based upon substantial evidence in the record that the pass through is not legally proper, or is excessive, or that during the pass through period the owner is including an unreasonably high financing cost and/or return on the expense being passed through.

(D) Utilities. If not billed by the utility directly to the mobilehome owner, an owner may separately pass through to a mobilehome owner charges for all utilities, including, but not limited to, sewer, water, garbage, cable T.V., gas and electricity, and any increases in such charges, subject to compliance with Sections 3960-3963. Notwithstanding any provision to the contrary in this section, the owner shall not pass through any charge or expense for gas or electric service to the extent prohibited by section 739.5 of the California Public Utilities Code.

(E) Capital Improvement Pass Through. An owner may charge to the affected mobilehome owner as additional rent the pro rata share of new service and capital improvement costs including reasonable financing costs if, prior to initiating the service or incurring the capital improvement cost, the owner has:

(1) Consulted with the mobilehome owners prior to initiating construction of the improvements or initiating the new service regarding the nature and purpose of the improvements or services and the estimated cost of the improvements or services;

(2) Obtained the prior written consent of at least one adult mobilehome owner in each of a majority of the mobilehome spaces which are occupied by the mobilehome owner to the proposed service or capital improvement. Each space shall have only one vote.

(F) Capital Replacement Pass Through. Notwithstanding the provision of subsection E of this section, an owner may charge to the mobilehome owner as additional rent the pro rata share of capital replacement costs including reasonable financing costs, if not otherwise prohibited by law, subject to the following procedure:

(1) The owner may seek advance approval for the proposed pass through, before undertaking the capital project, by following the procedures set forth in Sections 2709 to 2711. If the increase is approved by the Arbitrator, it shall not be effective until the next regularly scheduled annual rent increase date, provided that the 90-day notice is issued, the expense is actually incurred and that proper verification is submitted. This verification shall include, at a minimum, proof of actual costs and payment to vendors or contractors. In the event that the actual cost of the capital expense is less than the approved amount, the increase shall be adjusted to reflect this decreased amount;

(2) The owner shall give notice of the proposed pass through to each affected mobilehome owner no later than 12 months after completion of the capital replacement work;

(3) Upon a petition signed by one adult mobilehome owner of each of 50 percent of the spaces subject to rent control in a park or 50 spaces subject to rent control, whichever is less, and filed with the Clerk within 30 days of the date the owner gives notice of the pass through to every affected mobilehome owner, the Arbitrator, in accordance with the arbitration procedure provided in this chapter, may disallow or decrease the pass through for capital replacements based upon substantial evidence in the record that the capital replacement was not necessary, or that the cost of the capital replacement was excessive, or that during the pass through period, the owner is including an unreasonably high financing cost and/or return on the expense being passed through. The owner shall have the burden of proving the necessity for and reasonable cost of the capital replacements. In determining whether the owner has met its burden of proving the necessity for and reasonable cost of the capital replacement, the Arbitrator may consider, among other factors, the reasonableness of the owner's history of maintenance of the property or improvement to be replaced. The Arbitrator's review will include, but not necessarily be limited to, the records reflecting past maintenance work and the cost.

(G) All charges passed through by the owner to the mobilehome owners pursuant to subsection C and D of this section and additional rent charged pursuant to subsections E and F of this section must be separate from the base rent and listed separately. All billings used to calculate a pass through or additional rent to mobilehome owners must be disclosed within a reasonable time upon request by a mobilehome owner.

(H) Notice. A written notice of each rent increase or new or increased capital improvement or capital replacement pass through charge made under the provisions of this section shall be filed by the owner with the Clerk, and provided to each affected mobilehome owner, at least 90 days before the rent increase goes into effect or as required by the MRL. The notice shall identify the park and shall specify the dollar amount of the increase, the percentage of the increase, an itemization of all new or increased pass throughs and additional rent charges, the specific space affected, the date the increase will go into effect, how each increase was calculated, and the date the rent on each affected space was last increased. The notice shall also advise each affected mobilehome owner of any right to petition for review of a proposed rent increase and that a petition form may be requested from the Clerk.

(I) Whenever a time period is prescribed for filing an application or petition, the application or petition shall be deemed filed when it is first filed with the Clerk, even if the Clerk determines that the application or petition is not complete, provided that the Clerk determines that application or petition is complete, as a result of additional submissions by the applicant or petitioner, within thirty days of the initial filing.

§2704: IN-PLACE TRANSFER RENT INCREASES—ESTABLISHMENT OF NEW BASE RENT.

(A) Whenever either of the following events occurs, an owner shall be permitted to charge a new base rent for the mobilehome space as provided in this section:

(1) The termination of the tenancy of the affected mobilehome owner in accordance with the MRL (California Civil Code sections 798.55 through 798.60, as amended, excepting section 798.59); or

(2) The voluntary permanent removal of a mobilehome by a mobilehome owner. A removal of the mobilehome from the space for the purpose of performing rehabilitation or capital improvements to the space or for the purpose of upgrading the mobilehome shall not constitute a voluntary removal of the mobilehome.

(B) Upon the sale of a mobilehome in-place, an owner may implement an increase of the base rent for that space in an amount equal to 10% of the rent for that space then in effect.

(C) Except as provided in subsections (A) and (B), an owner may not condition an in-place transfer of a mobilehome or condition assignment of an existing lease to a prospective mobilehome owner, upon agreement to an increased rent in anticipation of the in-place transfer. This subsection shall not apply to specific conditions included in a lease exempt from rent control which

allows an owner to condition assignment in a manner prohibited by this section. For purposes of this subsection, "a lease exempt from rent control" means a lease meeting, in all respects, the criteria of Civil Code section 798.17(b), as such criteria are presently enacted or may hereafter be amended.

§2705: FAIR RETURN RENT INCREASES.

If an owner presents evidence to the Arbitrator, including any financial records requested by the Arbitrator, which proves that the owner is denied a fair return by the rent control provisions of this chapter, the Arbitrator may authorize an increase in rents as deemed appropriate by the Arbitrator to provide a fair return to the owner. The Arbitrator shall use the method set forth in subsection 2711(C) to determine the fair return.

§2706: RENT FREEZE OR RENT ROLLBACK.

(A) Upon the petition signed by one adult mobilehome owner of 50 percent of the spaces subject to rent control in a park or 50 spaces subject to rent control, whichever is less, the Arbitrator may prohibit future rent increases for spaces governed by this chapter, upon its determination that maintenance by the owner has been substantially reduced and is insufficient to adequately maintain the park in a habitable condition. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the Arbitrator determines that maintenance by the owner has been restored to a reasonable level.

(B) Upon petition by one or more affected mobilehome owners, an Arbitrator may prohibit future rent increases, or order a rollback of the existing rent as to those petitioners, upon its determination that after the Effective Date, an owner instituted a rent increase inconsistent with the criteria established by this chapter. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the Arbitrator determines that the rent has become consistent with this chapter.

§2707: TIME OF ALLOWED RENT INCREASE/ADJUSTMENT.

(A) Once within a 12-month period, the owner may implement a CPI rent adjustment (subsection 2703(A)), if any, or a fair return increase (Section 2703), but not both.

(B) A capital replacement pass through under subsection 2703(F) may only be implemented on the effective date of the CPI or fair return rent adjustment.

(C) The following increases or adjustments may be implemented at any time during the year:

- (1) Government mandated expense pass through (subsection 2703(C));
- (2) Utility pass throughs (subsection 2703(D));
- (3) Capital improvements (subsection 2703(E));
- (4) In-place transfer rent increases (Section 2704).

Any increases subject to arbitration shall be implemented after the final ruling of the Arbitrator.

(D) Rent freeze and rent rollbacks shall be implemented at the time they are ordered (Section 2706).

§2708: ARBITRATION.

(A) Matters Subject to Arbitration.

(1) An owner shall file with the Clerk:

(a) An application seeking to increase space rents beyond 100 percent of the CPI to provide a fair return to the owner as allowed by Section 2705.

(2) Affected mobilehome owners may file with the Clerk:

(a) A petition objecting to a government mandated expense pass through as allowed by subsection 2703(C);

(b) A petition objecting to a capital replacement pass through as allowed by subsection 2703(F);

(c) A petition for rent freeze as allowed by subsection 2706(A);

(d) A petition for rent rollback as allowed by subsection 2706(B).

(B) These petitions and applications shall be decided by the Arbitrator.

(C) Cost of Arbitration. The cost of arbitration shall be paid by the Clerk out of revenue from the rent stabilization administration fee. The Arbitrator may reimburse the City by assessing the cost of the arbitration to either party if the Arbitrator determines that the position taken by the party is frivolous.

§2709: PROCEDURES FOR FAIR RETURN NOTICE AND APPLICATION AND PETITION FORMS.

(A) Notice. At least 10 days prior to submission of a fair return application or a petition to the Clerk, the applicant or petitioner shall mail or deliver a notice and a copy of the application or petition to the owner and each affected mobilehome owner in the park. The notice shall be on a form specified by the Clerk. The supporting documents for the application or petition shall be available for review at the park's office and shall be posted on the City's website. One copy of the supporting documents shall be provided by the applicant or petitioner at no cost to the other party. All fair return notices shall include the following information:

(1) The amount of the rent increase both in dollars and as a percentage of the existing rent, how it was calculated, an itemization of all pass throughs and additional rent charges, information that explains and supports the level of increase proposed including, at a minimum, a summary of the owner's net operating income for the base year and the preceding 24 months and other relevant information that supports the level of rent increase desired, the effective date of the increase and that copies of the supporting documents shall be provided by the owner at no cost to the mobilehome owners' representative and be available to the mobilehome owners at the park's office for inspection and on the City's website;

(2) The name, address and telephone number of the Clerk or designee, a statement to inform the mobilehome owners to contact the Clerk or designee for an explanation of the provisions of this chapter, and that a roster of affected mobilehome owners can be requested from the Clerk; and

(3) A copy of the official petition form which is to be used for the process established by this chapter.

(B) Application/Petition Forms. The application or petition shall be filed with the Clerk on the form prescribed by the Clerk and must be accompanied by all supporting material necessary to support the request. The application and petition shall contain the following declaration: "I declare under penalty of perjury that the foregoing is true and correct." The application shall be dated and subscribed by the applicant(s) and shall state the place of execution.

(1) Within five working days of receipt, the Clerk shall complete a preliminary review of the application or petition. Applications or petitions which are incomplete will not be considered properly filed.

(2) No further action shall take place on applications or petitions which are not properly filed, and the Clerk may decline to accept such application and/or return them to the petitioner immediately after the preliminary review with a notice of the defects.

(3) When the Clerk determines that the application or petition is complete, the Clerk shall send a written notice of confirmation of receipt of a completed application or petition to the parties.

(4) In capital replacement proceedings and in government mandated capital expenditure and operating expense proceedings, affected mobilehome owners shall have 30 calendar days after receipt of the confirmation of the completed application to file with the Clerk a petition objecting to the rent increase signed by one adult tenant in at least 50 percent of the mobilehome spaces subject to rent control.

(C) Insufficient Objection—Capital Replacement or Government-Mandated Pass Through Proceeding—Clerk Action. If less than the required number of affected mobilehome owners object to a proposed capital replacement or government-mandated pass through, or if objection is withdrawn, including any amendments, before or after the meet and confer process, the Clerk shall approve the requested pass through.

§2710: PROCEDURE FOR MEET AND CONFER.

Within 10 working days of the date of the Clerk's notice of a completed application or petition and prior to assignment of an Arbitrator, affected mobilehome owners and owners shall meet and confer with each other's representatives. The time, place and date of the meeting shall be agreed to by the parties or, if the parties cannot agree, determined by the Clerk. Written notice of the scheduled meeting shall be given by the applicant or petitioner. At the meeting, representatives of the parties shall exchange documentary evidence that the parties, in good faith then know, will be used to support their respective positions in an arbitration and discuss the issues in dispute. In the case of an owner, all financial data upon which any proposed increase is claimed shall be supplied to affected mobilehome owner representatives at the time of the meet and confer meeting. The parties may request that the Clerk provide a mediator, at no cost to the parties, to assist with the meet and confer process. The Arbitrator may deny an application based on the applicant's failure to participate in good faith in the meet and confer process.

§2711: PROCEDURES FOR ARBITRATION.

(A) The Clerk shall give written notice to the applicant or petitioners and mobilehome owner representative that the application/petition has been referred to arbitration.

(1) An Arbitrator shall be appointed in the following manner:

(a) The Clerk shall maintain a list of qualified arbitrators.

(b) Assignment of Arbitrator and Hearing Date. The Clerk shall choose three possible Arbitrators and present them to the residents' representative and the owner. Within five days each party may challenge one candidate. The one remaining shall be the selected Arbitrator. If both parties challenge the same candidate, the Clerk shall choose between the two remaining candidates. The Clerk shall set a date for the arbitration hearing no sooner than 30 or no later than 40 days after the Arbitrator is assigned. The owner and affected mobilehome owners shall be notified immediately in writing by the Clerk of the date, time and place of the hearing and this notice shall be served either in person or by ordinary mail. The parties may agree, in writing, to extend these times. The Arbitrator may extend the date for the arbitration hearing upon a showing of good cause.

(2) The Arbitrator shall conduct a hearing with the parties and/or their representatives. During this hearing process, the concerns of each party shall be discussed and the Arbitrator shall indicate the amount and nature of information needed from any party in order to reach a determination. In fair return proceedings in Section 2705, this shall include four years of the income and expense portion of the general ledgers for the park. All information submitted shall be in writing and shall be certified in the same manner as set forth in subsection 2709(B). The applicant or petitioner shall have the burden of proof unless other sections of this chapter specify otherwise. Each party shall comply with the Arbitrator's request for information within seven days of the request. Additional information provided to the Arbitrator shall be immediately available to the owner or affected mobilehome owner representative which will have seven days to give written comment to the Arbitrator. The Arbitrator may proceed under this part regardless of whether any party defaults in providing any of the requested information.

(B) Arbitration Determination.

(1) Within 21 days of the hearing, but no later than 90 days from the date of the owner's rent increase notice, the Arbitrator shall deliver his or her decision on the application or petition and a bill for services to the Clerk.

(2) The rent increase in a fair return proceeding shall not exceed the increase requested in the application.

(3) The Clerk shall provide the result of the Arbitrator's decision to the affected parties.

(4) The Arbitrator's decisions are final and not appealable to the City Council.

(C) Method to Determine a Fair Return.

(1) The base year for the purpose of this section shall be the last full fiscal year prior to the park becoming subject to this chapter. The Arbitrator may establish an alternative base year if the owner is unable to produce records of the last full fiscal year prior to the park becoming subject to rent control.

(2) It shall be presumed that the net operating income produced by the property during the base year provided a fair return. An owner shall be entitled to rents to earn a just and reasonable return and to maintain and increase their base year net operating income in accordance with subsection (C)(4) of this section. This method is called maintenance of net operating income (MNOI) and shall be included in all applications.

(3) The applicant or the affected mobilehome owners may present evidence to rebut the presumption of fair and reasonable return based upon the base year net operating income. To make such a determination and in order to adjust to the base year net operating income, the Arbitrator must make the following finding:

(a) The owner's operating and maintenance expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating such expenses so that the base year operating expenses reflect average expenses for the property over a reasonable period of time. In considering whether the base year net operating income yielded more or less than a fair net operating income, the Arbitrator shall consider the following factors:

(i) Substantial repairs were made due to damage caused by uninsured disaster or vandalism;

(ii) Maintenance and repairs were below accepted standards so as to cause significant deterioration of housing services;

(iii) Other expenses were unreasonably high or low notwithstanding prudent business practice; and

(iv) The rent in the base year was disproportionately low due to the fact that it was not established in an arms-length transaction or other peculiar circumstances.

(4) Fair Net Operating Income. The Arbitrator shall submit a determination based on rental income which will provide the owner a net operating income which shall be increased by 100 percent of the percentage increase in the CPI over the base year's CPI index. The base year CPI shall be the CPI for the first day of June. For purposes of this section, the current CPI shall be the CPI last reported as of the date of the completed application.

(5) Net operating income of a mobilehome park means the gross income of the park less the operating expenses of the park.

(6) Gross income means the sum of the following:

(a) Gross space rents computed as gross space rental income at 100 percent occupancy (but excluding rent attributed to a space occupied by a park employee who receives the space rent free as part of the employee's compensation); plus

(b) Other income generated as a result of the operation of the park, including, but not limited to, fees for services actually rendered; plus

(c) All other pass through revenue received from mobilehome owners except capital pass throughs and gas and electric; minus

(d) Uncollected space rents due to vacancy and bad debts to the extent that the same are beyond the owner's control. There is a rebuttable presumption that uncollected space rents in excess of the average of the current and past three years uncollected rents (each year's rent shall be adjusted by the change in the CPI between that year and the final year of the four-year period) are excessive and shall not be deducted from gross income.

(7) Operating expenses means:

(a) Real property taxes and assessment;

(b) Advertising costs;

(c) Management and administrative expenses including the compensation of administrative personnel;

(d) Repair and maintenance expenses for the grounds and common facilities including, but not limited to, landscaping, cleaning and repair of equipment and facilities;

(e) In addition to the management expenses listed above, where the owner performs onsite managerial or maintenance services which are uncompensated, the owner may include the reasonable value of such services. Owner-performed labor shall be limited to five percent of gross income unless the Arbitrator finds that such a limitation would be substantially unfair in a given case. No credit for such services shall be authorized unless an owner documents the hours utilized in performing such services and the nature of the services provided;

(f) Operating supplies such as janitorial supplies, gardening supplies, stationery and so forth;

(g) Insurance premiums related to operation of the park prorated over the life of the policy;

(h) Payroll taxes, business, utility, license and permit fees;

(i) Dues;

(j) Consultant services for park operation and maintenance;

(k) All operating expenses must be reasonable and necessary. Whenever a particular expense exceeds the normal industry or other comparable standard, the owner shall bear the burden of proving the reasonableness of the expense. To the extent that an Arbitrator finds any expense to be unreasonable, the Arbitrator shall adjust the expense to reflect the normal industry or other comparable standard;

(l) There is a rebuttable presumption that expenditures in the current year are unreasonable to the extent that they substantially exceed the average of the current and past three years (each year's expenses shall be adjusted by the change in the CPI between that year and the final year of the four-year period);

(m) Operating expenses shall not include the following:

(i) Mortgage debt service expenses;

(ii) Land-lease expenses;

(iii) Depreciation;

(iv) Income taxes;

(v) Electric and gas expenses included in Section 739.5 of the California Public Utility Codes;

(vi) The cost of government mandated expenses (subsection 2703(C)), capital improvements (subsection 2703(D)), or capital replacements (subsection 6-66.040(F)).

(8) Notwithstanding any other provisions of the ordinance codified in this chapter, the Arbitrator is authorized to approve any rent increase that is constitutionally required by law to yield a fair return.

(E) Subpoenas. The parties may obtain the issuance and service of a subpoena for the attendance of witnesses or the production of other evidence at the arbitration hearing. Subpoenas shall be issued and attested by the Clerk.

Issuance of the subpoena must be obtained upon the filing with the Clerk of the City of an affidavit or declaration, under oath, setting forth the name and address of the proposed witness; specifying the exact things to be produced and the relevancy to the issues involved; and stating that the witness as the desired things in his/her possession or under his/her control.

Service of the subpoena on a witness to attend arbitration must be at least five working days before the hearing. Service of a subpoena duces tecum must be at least 21 days before the hearing. Any party served with a subpoena duces tecum must produce copies of the requested items to the subpoenaing party no later than 10 days before the hearing.

A subpoena need not be issued when the affidavit or declaration is defective in any particular. No arbitration hearing may be continued due to the failure to file a timely request, or to timely serve a subpoena. Any person who refuses, without lawful excuse, to attend the arbitration or to produce relevant evidence as required by a subpoena served upon that person shall be guilty of a misdemeanor.

No subpoena shall issue until after the parties have met and conferred as required in Section 2710.

(F) Increases for Capital Expense. Increases attributed to a capital expense, as approved by the Arbitrator to provide a park with a fair return, shall not be included in base rent. These increases must be separately itemized on the monthly rent invoice and terminate at the end of the approved amortized period. Advance approval and effective date of the increase shall be as allowed in subsection 2703(F)(1).

(G) Rent Increase Effective Date. Rent increases approved by the Arbitrator, as determined necessary to provide an owner with a fair return, shall be allowed upon the effective date given by the applicant in the notice to the affected mobilehome owners, required in section 798.30 of the California Civil Code.

§2712: REFUSAL OF MOBILEHOME OWNER TO PAY ILLEGAL RENT.

An affected mobilehome owner may refuse to pay any rent in excess of the maximum rent permitted by this chapter. The fact that such unpaid rent is in excess of the maximum rent shall be a defense in any action brought to recover possession of a mobilehome space for nonpayment of rent or to collect the illegal rent.

§2713: DISCLOSURES.

An owner shall disclose to each prospective tenant the current and proposed base rent for the mobilehome space and the rental agreement options required

by this section and Section 2714, provide each prospective tenant with a copy of this chapter, and disclose to the prospective tenant that if the prospective tenant signs a lease with a term of more than one year, that lease will be exempt from rent control. The owner shall give the required disclosure and provide a copy of this chapter to the prospective tenant at the time that the owner, or owner's representative, receives the prospective tenant's application for tenancy. The required disclosures shall be made in a form approved by the Clerk, and the owner shall obtain a signature of the prospective tenant on the disclosure form acknowledging receipt of the disclosures. An owner must retain the signed disclosure form throughout the entire tenancy of the tenant. This signed form shall be made available to the Clerk upon reasonable written notice.

§2714: PROSPECTIVE MOBILEHOME OWNER—TENANCY 12 MONTHS OR LESS.

All prospective tenants shall be offered the option of a tenancy of 12 months or less upon terms consistent with the provisions of the ordinance codified in this chapter. This section shall not apply to prevent a mutually agreed upon assignment between an owner and an existing mobilehome owner of an existing lease, provided any such assignment does not violate subsection 2704(C).

§2715: RENT STABILIZATION ADMINISTRATION FEES.

All or any portion of the costs to administer this chapter may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council. The fee shall be chargeable against the total number of mobilehome spaces in the City subject to rent control determined on a date certain each year to be established by the City Council. The owner who pays these fees may pass through to the mobilehome owners, subject to rent control on the date established by the City Council, 50 percent of the fees assessed against a mobilehome space. The fee shall be due on a date established by the City Council but may be paid in quarterly installments by the owners. Owners of parks annexed to the City after the Effective Date, shall be charged the fee established by resolution beginning on the effective date of the annexation.

§2716: AMENDMENT.

Any amendment to this chapter shall require a prior public hearing before the City Council with notice thereof published in a newspaper of general circulation in the City at least 10 days prior to the hearing.

§2717: VIOLATION.

Every person who violates any provision of this chapter is guilty of a misdemeanor. This section shall not apply to the Arbitrator or officers or employees of the City.

SECTION TWO

1. **COMPLIANCE WITH CEQA.** The City Council finds that this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15061(b)(3) (there is no possibility the activity in question may have a significant effect on the environment.)

2. **SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby. The City Council hereby declares that it would have adopted this Ordinance and any section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

3. **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.

4. **MANDATORY REVIEW.** The City Council shall review this ordinance at the next regular City Council meeting occurring after the first anniversary of the Effective Date of this ordinance. The review shall consider whether the ordinance should be amended or repealed based on the City's experience of the implementation of the ordinance over that one year period.

Introduced by title only on October 6, 2010, by the following roll call vote:

AYES:	Councilmembers Landis, Rodin, Baldwin, and Mayor Thomas
NOES:	Councilmember Crane
ABSENT:	None
ABSTAIN:	None

Adopted on October 20, 2010, by the following roll call vote:

AYES:	Councilmembers Landis, Rodin, Baldwin, and Mayor Thomas
NOES:	Councilmember Crane
ABSENT:	None
ABSTAIN:	None

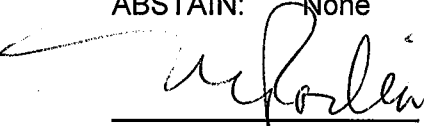
/s/ Benj Thomas, Mayor

ATTEST:

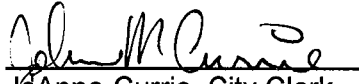
/s/JoAnne M. Currie, City Clerk

Re-adopted on January 5, 2011, by the following roll call vote:

AYES: Councilmembers Landis, Thomas, Baldwin, and Mayor Rodin
NOES: Councilmember Crane
ABSENT: None
ABSTAIN: None


Mari Rodin, Mayor

ATTEST:


JoAnne Currie, City Clerk

RESOLUTION NO. 2023-21**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION 2022-33 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS****WHEREAS:**

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

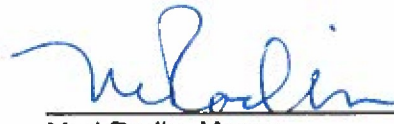
1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City's six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution 2022-33.

PASSED AND ADOPTED at a regular meeting of the City Council held on May 17, 2023, by the following roll call vote:

AYES: Councilmembers Orozco, Sher, Crane, Duenas, and Mayor Rodin
NOES: None
ABSTAIN: None
ABSENT: None



Mari Rodin, Mayor

ATTEST:



Kristine Lawler, City Clerk

Estimated Administrative Costs:**TOTAL - \$1,456 (Using the higher rate of the two invoicing rates below)**

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,400*(Note: only the actual expenses would be billed to the account)***Estimated Arbitration Costs:****TOTAL - \$15,500**

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a \$500 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$500 at the low end to \$2,000 at the high end. The average hourly rate is \$1,250.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$1,250 = \$15,000 + \$500 (admin fee; assuming only two parties) for a total of \$15,500.

Educational Outreach Costs: \$427

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send educational outreach letters

If MHP owners are invoiced: \$1,029 + postage

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = \$2.69 per space.**If MHP owners are not invoiced: \$373**

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = .98 cents per space (rounded).

***Note** – This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS \$18,356.



April 23, 2025

SUBJECT: Mobilehome Park Rent Stabilization Resource Information

Dear Mobilehome Park Residents,

This letter is an educational outreach only, so that you are aware of your rights – per ordinance 1126 and resolution 2024-22- as a mobilehome park resident.

In 2011, the Ukiah City Council adopted an ordinance to establish a mobilehome park rent stabilization. In an effort to assist mobilehome park residents to better understand how the rent increases, and fees and pass-through charges operate, a webpage was created on the City of Ukiah's website, which can be found at: <https://cityofukiah.com/city-clerk/#mobile-home> .

Mobilehome park residents are encouraged to explore the webpage, which contains the full ordinance and resolution that explains how the rent stabilization works. There are also links to annual correspondence regarding the October CPI index - which is what determines the amount by which rent can be increased - and staff reports presented to the City Council explaining in detail how the yearly fees operate.

The City Clerk's office is available to address any questions or concerns that you may have and can be reached by email at cityclerk@cityofukiah.com, or by calling 707-463-6217.

Sincerely,

A handwritten signature in blue ink that reads "Kristine Lawler". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Kristine Lawler
City Clerk

RESOLUTION NO. ~~2024~~2025-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION ~~2023~~2024-21-22 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS****WHEREAS:**

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City's six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution ~~2023~~2024-2122.

PASSED AND ADOPTED at a regular meeting of the City Council held on May 7, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk

Estimated Administrative Costs:**TOTAL - ~~\$1,650~~ 2,085 (Using the higher rate of the two invoicing rates below)**

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,600*(Note: only the actual expenses would be billed to the account)***Estimated Arbitration Costs:****TOTAL - \$15,~~500~~ 950**

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a ~~\$500~~ 950 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$500 at the low end to \$2,000 at the high end. The average hourly rate is \$1,250.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$1,250 = \$15,000 + ~~\$500~~ 950 (admin fee; assuming only two parties) for a total of \$15,~~500~~ 950.

Educational Outreach Costs: ~~\$468~~ 571

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send educational outreach letters

If MHP owners are invoiced: \$1,~~182~~ 514

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = ~~\$3.09~~ 96 per space.**If MHP owners are *not* invoiced: ~~\$428~~ 549**

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = \$1.12 per space (rounded).

***Note** – This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS ~~\$18,750~~ 19,635.

RESOLUTION NO. 2025-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION 2024-22 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS

WHEREAS:

1. Ukiah City Code (“UCC”) Section 2715, provides that “all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC (“Chapter 8”)] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council”; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City’s General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold’s Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City’s six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution 2024-22.

PASSED AND ADOPTED at a regular meeting of the City Council held on May 7, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk

Estimated Administrative Costs:**TOTAL - \$2,085 (Using the higher rate of the two invoicing rates below)**

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,600*(Note: only the actual expenses would be billed to the account)***Estimated Arbitration Costs:****TOTAL - \$15,950**

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a \$950 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$500 at the low end to \$2,000 at the high end. The average hourly rate is \$1,250.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$1,250 = \$15,000 + \$950 (admin fee; assuming only two parties) for a total of \$15,950.

Educational Outreach Costs: \$571

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send educational outreach letters

If MHP owners are invoiced: \$1,514

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = \$3.96 per space.**If MHP owners are *not* invoiced: \$549**

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = \$1.12 per space (rounded).

***Note** – This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS \$19,635.

Kristine Lawler

From: UkiahWhistleblower <UkiahWhistleblower@protonmail.com>
Sent: Friday, May 2, 2025 6:45 PM
To: Doug Crane; Susan Sher; Mari Rodin; Heather Criss; Juan Orozco; CityClerk
Subject: Demand for Transparency: Budget Breakdown, Police Spending & Housing Crisis

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Ukiah City Council,

As a resident and small business owner, I am deeply concerned about the decisions made in the May 7, 2025 council meeting.

You approved:

- \$13.7 million in March payments with **no public breakdown** of where that money went
- An \$84,000 invoice for the Potter Valley Project with **no explanation of services rendered**
- Ongoing funding for police departments and asset seizure programs, without any itemized budgets or transparency
- Ordinance updates allowing **landlords to pass utility and capital costs onto mobilehome residents**, some of whom live on **fixed incomes**
- Rent increases during in-place transfers—guaranteeing higher costs for the next tenant

This is unacceptable. The community deserves:

1. A full breakdown of the \$13.7M in expenditures
2. A line-by-line explanation of the \$84K invoice
3. A transparent accounting of police funds, including SLESF, asset forfeiture, and public safety expenditures
4. A plan for how the City intends to prevent homelessness and displacement caused by these rent pass-throughs and increases
5. An immediate statement on why Mayor Douglas Crane—whose private financial interest as a landlord is well known—is allowed to vote on housing policy without recusal

What are you doing to support the working poor? The elders? The families scraping by? The renters who can't afford another \$50 utility pass-through?

We deserve answers, and we deserve leadership that prioritizes people, not profit.

We deserve answers, and we deserve leadership that prioritizes people, not profit. I hope you'll have these numbers ready and publicly accessible **before** the May 7 meeting—**without requiring an official records request or escalation up the chain of command**. Transparency should not be a special request. It should be the baseline.

In defense of my community,

An Anonymous Source from Ukiah



AGENDA SUMMARY REPORT

SUBJECT: Notification of Purchase of Services from National Aquatic Services in the Amount of \$60,590 for Installation of Municipal Pool Filters.

DEPARTMENT: Community Services

PREPARED BY: Myles Fisette, Purchasing Manager

PRESENTER: Consent Calendar

ATTACHMENTS:

1. Staff Report
2. Quote 6493 National Aquatic Services
3. PO 48814

Summary: Council will receive notification of Purchase of Services from National Aquatic Services in the amount of \$60,590 for the installation of municipal pool filters.

Background: The City's Municipal Pool located at Todd Grove Park is an aging facility, with the newer of the two pools over 60 years old. The pools were designed with a set of three sand filters. The filters are visibly aged and the Parks team has performed multiple repairs on the filters. The first filter failure occurred more than five years ago when the metal sides of the filter became too thin for additional patches to be welded on. Filtration rates with two remaining filters, however, remained adequate. Last year, a second of the pool filters failed. With only one remaining functional pool filter, the flow rate is now not high enough to maintain legally mandated filtration rates.

On April 16, 2025, Council approved a budget amendment (Attachment 1) for the cost of emergency replacement of the municipal pool filters.

Discussion: On March 12, 2025, City Staff released a formal bid solicitation for the project but received no bids. As per CA Public Contract Code Section 22038, when no bids are received through the formal or informal procedure, the project may be performed by the employees of the public agency by force account, negotiated contract, or both, without further complying with the Act. Due to the time sensitive nature of the work required, Staff obtained a quote (Attachment 2) for the installation from National Aquatic Services in the amount of \$60,590. PO 48814 (Attachment 3) was created and provided to National Aquatic Services as a notice to proceed with the installation work. As previously reported, Council approved a budget amendment on April 16, 2025 to ensure the work could proceed in time for the facility to be open for the summer season.

Recommended Action: Receive notification of Purchase of Services from National Aquatic Services in the amount of \$60,590 for the installation of municipal pool filters.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 10022300.80100.18448: \$100,640

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: General Fund Reserves

REVENUE: Yes / No **GRANT:** Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: 48814

COORDINATED WITH: Jake Burgess, Community Services Supervisor; Neil Davis, Community Services Director; Mary Horger, Financial Services Manager

STRATEGIC PLAN (SP):

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved:


Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Request for Budget Amendment in the Amount of up to \$100,000 to Cover the Cost of an Emergent Replacement of the Municipal Pool Filters.

DEPARTMENT: Community Services

PREPARED BY: Neil Davis, Community Services Director

PRESENTER: Neil Davis, Community Services Director

ATTACHMENTS:

None

Summary: Council will consider approving a budget amendment in the amount of up to \$100,000 to cover the cost of an emergent replacement of the Municipal Pool Filters.

Background: The City's Municipal Pool located at Todd Grove Park is an aging facility with the newer of the two pools over 60 years old. The pools were designed with a set of three sand filters. The filters are visibly aged and the Parks team has performed multiple repairs on the filters. The first filter failure occurred more than five years ago when the metal sides of the filter became too thin for additional patches to be welded on. Filtration rates with two remaining filters, however, remained adequate. Last year, a second of the pool filters failed. With only one remaining functional pool filter, the flow rate is now not high enough to maintain legally mandated filtration rates.

Discussion: Parks and Recreation Staff researched options for repair over the winter and now have developed a plan to replace the filters and the concrete slabs that support them. As the filter failure was unplanned, no funds were allocated in the budget. Staff recommends a budget amendment to allow the transfer of up to \$100,000 to cover the cost of filter replacement. This project will allow the opening for the pool as per schedule for summertime pool fun.

On March 12, 2025, City Staff released a formal bid solicitation for the complete project with a base bid for the installation of the new equipment and alternate bid items for the demolition and removal of the existing filter system and concrete pad and for the pouring of a new pad. The contractor's estimate for the complete job was \$97,085. Because of the value of the project, this was scheduled as a public bid opening on April 8, 2025, in the Council Chambers where no bids were submitted. As per CA Public Contract Code Section 22038, when no bids are received through the formal or informal procedure, the project may be performed by the employees of the public agency by force account, negotiated contract, or both, without further complying with the Act. Because of the window of time available before the scheduled pool opening, it is the intention of Staff to use a combination of force account and negotiated contract to complete the project.

Staff recommends Council approve the budget amendment in the amount of up to \$100,000 to cover the cost of an emergent replacement of the Municipal Pool Filters. This repair is necessary for the operation of the facility.

Recommended Action: Approve a budget amendment in the amount of up to \$100,000 to cover the cost of an emergent replacement of the Municipal Pool Filters.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: 10022300.80100.18448: -\$640.00

PROPOSED BUDGET AMOUNT: 10022300.80100.18448: \$100,640

FINANCING SOURCE: General Fund Reserves

REVENUE: Yes / No GRANT: Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Myles Fisette, Procurement Manager; Jake Burgess, Community Services Supervisor

STRATEGIC PLAN (SP): SP 1A - Build neighborhoods that provide access for all to a compatible balance of housing, employment, commercial, medical, education, and recreational resources.

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved: 
Sage Sangiacomo, City Manager

National Aquatic Services, Inc.
PO Box 2168
Brentwood, CA 94513



Sales Quote

Sales Quote # SQ-6493

Sales Quote Date: 4/4/2025

Customer
 Ukiah, City of
 411 West Clay St
 Ukiah, Ca 95482

Job Site
 Ukiah, City of
 Ukiah Municipal Swimming Pools
 511 Park Blvd.
 Ukiah, CA 95482

Description	Quantity	Price	Extension
Installation of a new 54 square foot filter system, 2 tank at 27 sq ft each with header piping and semi auto backwash. The pool was said to be 240,000 gallons, this filter system would flow at 13 GPM per sq ft. It is our recommendation to remove all iron pipe that is above grade and build the new system with sch80 pvc. (the suction side of the pump is to remain) Filter Installation - Set the new filters on the new keeping pad - Assemble the header piping on to the filters, align both filters, - Add the gravel to the filters, anchor the filters to the keeping pad with the factory supplied SS 1/2"x 7" anchors. - Run new plumbing from the main pump (4" flange to a 4"x8" reducer coupling) to a new Tuff Skin wafer style check valve with new flanges and a Pool Pro butterfly valve to the influent side of the filter manifold system. - Plumb the effluent side of the filter to the return line. - Install new flow meter on the return line. - Run new plumbing for the backwash line to a new backwash holding tank (tank provided by the city). This is 6" sch80 piping - Install the semi-auto backwash multi-port valve. (we will install FEP (Teflon is for outdoor use) tubing for the backwash system) - All of the new plumbing will be mounted to unistrut. - Install the pressure amp pump with fresh water, run a 20amp circuit for the new pump - Finish filling the filters with the sand - Close the manways and perform a backwash for both tanks This bid is three men for five days at prevailing wage plumber + install materials - All new PVC fittings, pipe, valves, strut , clamps. transportation and hotels.	1	57,465.00	57,465.00
Estimated Environmental Health Department Permits and Fees Sales Tax This does not include payment and performance bonds, that would be an additional 3%	1	3,125.00 0.00	3,125.00 0.00
Quote Total			\$60,590.00
Quote is valid for fifteen days. Unless line itemed in this quote, permits and fees are the responsibility of the owner and can be facilitated by NAS on a time and materials basis.			
Check or money order. Credit card accepted with a 3% fee by arrangement. Phone (925) 513-9025 E-mail: Estimator@naspools.com Web Site: NASPools.com			



Purchase Order

Fiscal Year 2025

Page 1 of 3

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

48814-00

Delivery must be made within
doors of specified destination.B
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OCITY OF UKIAH
ATTN: ACCOUNTS PAYABLE
300 SEMINARY AVENUE
UKIAH, CA 95482V
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RNATIONAL AQUATIC SERVICES INC
9030 BRENTWOOD BLVD
SUITE F
BRENTWOOD CA 94513S
H
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P
T
OCITY OF UKIAH - ANNEX
411 W CLAY STREET
UKIAH CA 95482

Vendor Phone Number	Vendor Fax Number	Buyer		Date Ordered	Date Required
		Myles Fisette		04/23/2025	
Delivery Reference	Freight Method/Terms	Department/Location		Sales Tax Rate	
	N30	PARKS		0.000	
Item#	Description/Part No.	Qty	UOM	Unit Price	Extended Price
1	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading Installation of a new 54 square foot filter system, 2 tank at 27 sq ft each with header piping and semi auto backwash. The pool was said to be 240,000 gallons, this filter system would flow at 13 GPM per sq ft. It is our recommendation to remove all iron pipe that is above grade and build the new system with sch80 pvc. (the suction side of the pump is to remain) Filter Installation - Set the new filters on the new keeping pad - Assemble the header piping on to the filters, align both filters, - Add the gravel to the filters, anchor the filters to the keeping pad with the factory supplied SS 1/2"x 7" anchors. - Run new plumbing from the main pump (4" flange to a 4"x8" reducer coupling) to a new Tuff Skin wafer style check valve with new flanges and a Pool Pro butterfly valve to the influent side of the filter manifold system. - Plumb the effluent side of the filter to the return line. - Install new flow meter on the return line. - Run new plumbing for the backwash line to a new backwash holding tank (tank provided by the city). This is 6" sch80 piping - Install the semi-auto backwash multi-port valve. (we will install FEP (Teflon is for outdoor use) tubing for the backwash system) - All of the new plumbing will be mounted to unistrut. - Install the pressure amp pump with fresh water, run a 20amp circuit for the new pump - Finish filling the filters with the sand - Close the manways and perform a backwash for both tanks This bid is three men for five days at prevailing wage plumber + install materials - All new PVC fittings, pipe, valves, strut, clamps. transportation and hotels. 10022300 - 80100 - 18448	57465.0	EACH	\$1.000	\$57,465.00
					\$57,465.00

By

Purchasing Supervisor

VENDOR COPY

Total Ext. Price	\$60,590.00
Total Sales Tax	
Total Discount	
Total Credit	
Total Freight	
PO Total	\$60,590.00



VENDOR

SHIP TO

Page 137 of 398

1. **GENERALLY.** These Terms and Conditions of Sale ("Terms and Conditions") apply to all purchases by City of Ukiah. (Referred to as "Buyer"). The supplier of goods and services under this transaction is herein referred to as "Seller". The goods or service purchased are referred to as the "Purchase."

2. **TERMS EXCLUSIVE.** Buyer will order the goods or services described herein only upon the terms and conditions contained herein. Seller's acceptance of this order shall occur either through commencement of performance under this order or acknowledgment of this order. By accepting this order, Seller waives all terms and conditions contained in its quotation, acknowledgment, invoice or other documents which are different from or additional to those contained herein and all such different or additional terms and conditions shall be null and void. **SELLER MAY NOT CHANGE MATERIAL OF MANUFACTURE, SOURCES OF SUPPLY, MANUFACTURING PROCESS OR LOCATION WITHOUT THE PRIOR WRITTEN CONSENT OF BUYER.**

3. **INSPECTION.** All goods shall be received subject to Buyer's inspection and rejection. Defective goods and goods otherwise not conforming to this order shall be held for Seller's instruction and at Seller's risk, and if Seller so directs, shall be returned at Seller's expense. No defective goods shall be replaced without a new purchase order. Payment by Buyer shall not be construed as an acceptance of goods. Buyer may return to Seller any non-defective, excess goods within thirty (30) days of receiving them.

4. **CHANGES.** City may make changes within the general scope of this order in drawings and specifications for specially manufactured supplies, place of delivery, method of shipment or packing of the order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of or the time required for performance of this order, an equitable adjustment in the price or delivery or both must be made. No change by Seller is allowed without City's written approval. Any claim by Seller for an adjustment under this section must be made in writing within thirty (30) days from the date of receipt by Seller of notification of such change unless City waives this condition in writing. Nothing in this section excuses Seller from proceeding with performance of the order as changed.

5. **TERMINATION.** City may terminate this order at any time, either verbally or in writing, with or without cause. Should termination occur, City will pay Seller as full performance until such termination the unit or pro rata order price for the performed and accepted portion of the Purchase. City may provide written notice of termination for Seller's default if Seller refuses or fails to comply with this order. If Seller does not cure such failure within a reasonable time period, or fails to perform the Purchase within the time specified (or allowed by extension), Seller will be liable to City for any excess costs incurred by City.

6. **TIME EXTENSION.** Time is of the essence. City may extend the time for completion if, in City's sole determination, Seller was delayed because of causes beyond Seller's control and without Seller's fault or negligence. In the event delay was caused by City, Seller's sole remedy is limited to recovering money actually and necessarily expended by Seller because of the delay; there is no right to recover anticipated profit.

7. **REMEDIES CUMULATIVE.** City's rights and remedies under this order are not exclusive and are in addition to any rights and remedies provided by law.

8. **TITLE.** Title to materials and supplies purchased under this order pass directly from Seller to City upon City's written acceptance following an actual inspection and City's opportunity to reject.

9. **PAYMENT.** City will pay Seller after receiving acceptable invoices for materials and supplies delivered and accepted or services rendered and accepted. City will not pay cartage, shipping, packaging or boxing expenses unless specified in this order.

10. **INDEMNIFICATION.** Seller agrees to indemnify and hold harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of the Purchase or the order, or their performance. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the Purchase or order, or their performance, Seller will defend City (at City's request and with counsel satisfactory to City) and indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "City" includes City's officers, elected officials, and employees. This paragraph 9 will survive termination of this order. The requirements as to the types and limits of insurance coverage to be maintained by Seller, and any approval of such insurance by City, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by Seller pursuant to this order, including, without limitation, to the provisions concerning indemnification.

11. **WARRANTY.** Seller agrees that the Purchase is covered by the most favorable commercial warranties the Seller gives to any customer for the same or substantially similar supplies or services, or such other more favorable warranties as is specified in this order. Warranties will be effective notwithstanding any inspection or acceptance of the Purchase by City.

12. **ASSIGNMENT.** City may assign this order. Except as to any payment due under this order, Seller may not assign or subcontract the order without City's written approval. Should City give consent, it will not relieve Seller from any obligations under this order and any transferee or subcontractor will be considered Seller's agent.

13. **INSURANCE.** Seller must provide the insurance indicated on the face sheet of this order.

14. **PERMITS.** Seller must procure all necessary permits and licenses, and abide by all federal, state, and local laws, for performing this order.

15. **INDEPENDENT CONTRACTOR.** City and Seller agree that Seller will act as an independent contractor and will have control of all work and the manner in which it is performed. Seller will be free to contract for similar service to be performed for other employers while under contract with City. Seller is not an agent or employee of City and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Any provision in this order that may appear to give City the right to direct Seller as to the details of doing the work or to exercise a measure of control over the work means the Seller will follow the direction of the City as to end results of the work only.

16. **WAIVER.** City's review or acceptance of, or payment for, work product prepared by Seller under this order will not be construed to operate as a waiver of any rights City may have under this Agreement or of any cause of action arising from Seller's performance. A waiver by City of any breach of any term, covenant, or condition contained in this order will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this order, whether of the same or different character.

17. **INTERPRETATION.** This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Mendocino County.



AGENDA SUMMARY REPORT

SUBJECT: Approval of Five (5) Year Agreement with Fishbowl Inventory for Inventory Maintenance and Warehouse Management Software for a Total of \$82,071.59, and Approve Corresponding Budget Amendment.

DEPARTMENT: Finance

PREPARED BY: Myles Fisette, Purchasing Manager

PRESENTER: Consent Calendar

ATTACHMENTS:

1. City of Ukiah Proposal -- 5 years

Summary: Council will consider approval of five (5) year agreement with Fishbowl Inventory for inventory maintenance and warehouse management software for a total of \$82,071.59, and approval of corresponding budget amendment.

Background: The City is operating without a fully integrated computerized inventory system, relying on manual processes to manage and track inventory. This approach requires Staff to manually record items removed from shelves and utilize QuickBooks for managing inventory counts, consuming significant labor hours and increasing the potential for human error. Consequently, there have been instances where critical supplies were depleted without prior notice, leading to emergency situations and operational disruptions.

The City previously attempted to implement an inventory module within our existing Tyler Munis system; however, despite multiple efforts, these attempts were ultimately unsuccessful. The process was repeatedly hindered by technical issues and the module lacked the necessary functionality to meet the operational needs of our departments. As a result, the solution proved to be inefficient and unsustainable for long term use, prompting the need to pursue a more robust and reliable inventory management system.

The impending relocation of the Electric Utilities department to the Hastings property has created a time sensitive need for a reliable inventory management solution. With the transition introducing new logistical challenges and the need for greater coordination of supplies across multiple sites, it became clear that continuing with the current manual system would no longer be viable. Following a meeting with the City Manager, Staff was directed to explore third party inventory management solutions that could address the operational needs of all departments involved.

Discussion: Staff attended demonstrations and carefully evaluated proposals from Fishbowl Inventory, Sortly, Collective Data, and Acctivate, all of which are leading providers of inventory maintenance and warehouse management software. After reviewing the strengths and limitations of each solution, including functionality on the Purchasing side and the ease of use for the end users in our utility departments, Staff recommends proceeding with the purchase of the inventory maintenance and warehouse management software from Fishbowl Inventory for a five (5) year total amount of \$82,071.59 (Attachment 1).

The following is the 5-year breakdown of fees:

Fee Description	Year 1	Year 2	Year 3	Year 4	Year 5	5-Year Total
One-Time Fees						
Warehousing Implementation & Certification	\$2,400					\$2,400
LilyPad Multi-Cart Data Exchange	\$5,400					\$5,400
Custom Report	\$525					\$525
Tax	\$46.59					\$46.59
Recurring Fees						
Fishbowl Cloud Hosted Advanced Warehouse with AI	\$13,300	\$13,300	\$13,300	\$13,300	\$13,300	\$66,500
LilyPad Renewal (.CSV Export, Years 2-5)		\$1,800	\$1,800	\$1,800	\$1,800	\$7,200.00
Annual Subtotals	\$21,671.59	\$15,100	\$15,100	\$15,100	\$15,100	\$82,071.59

Implementing this inventory software will enhance operational efficiency, reduce waste, and ensure accurate tracking of assets and supplies, all leading to improved accountability, cost savings, and better service delivery to the community.

A budget amendment will be necessary in the amount of \$7,947.16 in the software account to cover for the first year cost of the agreement.

Recommended Action: Approve a five (5) year agreement with Fishbowl Inventory for inventory maintenance and warehouse management software for a total of \$82,025, and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED:

CURRENT BUDGET AMOUNT: 20413500.54320: \$5,352.84; 20413500.52100: \$9,620

PROPOSED BUDGET AMOUNT: 20413500.54320: \$13,300; 20413500.52100: \$9,620

FINANCING SOURCE: Cost Allocation

REVENUE: Yes / No GRANT: Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mary Horger, Financial Services Manager; Dave Mendez, Buyer II; Scott Bozzoli, Electrical Engineer Tech III

STRATEGIC PLAN (SP):

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved: 
Sage Sangiacomo, City Manager



Fishbowl Inventory

580 East Technology Ave.
Suite C1100
Orem, UT 84097

Quote

Date	4/30/2025
Customer Name	City of Ukiah
Reference	431959
Term	5 year

Prepared By: Chris Mann

Email: cmann@fbinv.com

Product	Quantity	Unit Price	Discount	Total
Recurring Products				
Fishbowl Cloud Hosted Advanced Warehouse with AI Warehouse Management Software for Efficient inventory tracking & robust order fulfillment with AI Capabilities	10	\$6,650.00		\$66,500.00
Fishbowl Advanced Mobile App Powerful, easy-to-use mobile warehouse App and Barcode scanning solution	1	\$0.00		\$0.00
Subtotal:				\$66,500.00
Implementation and Services				
Warehousing Implementation & Certification Dedicated Implementation Specialist, Data Migration (not including history), Specialized Onboarding & Certification, Dedicated Go-Live Support *For Data Migration, client data must be in Quickbooks or CSV format	1	\$4,000.00	-\$1,600.00	\$2,400.00
LilyPad Multi-Cart Data Exchange LilyPad Multi-Cart Data Exchange (.CSV export of PO's and inventory) -- \$1800/annually starting year 2	1	\$5,400.00		\$5,400.00
Custom Report Custom Barcode Label -- Customer name	1	\$1,500.00	-\$975.00	\$525.00
Lilypad Renewal Renewal of .CSV accounting export -- Years 2-5	4	\$1,800.00		\$7,200.00
Subtotal:				\$15,525.00

Subtotal	\$82,025.00
Tax	\$46.59
Total	\$82,071.59

*Prices shown are in USD and exclude tax.

Have feedback?

Reach out to our CEO: ceo@fbinv.com



AGENDA SUMMARY REPORT

SUBJECT: Approve Plans and Specifications for Corporation Yard Monitoring Well Abandonment Project.

DEPARTMENT: Public Works

PREPARED BY: Seth Strader, Administrative Analyst

PRESENTER: Tim Eriksen, Director of Public Works/City Engineer

ATTACHMENTS:

1. PLANS
2. DRAFT 2024 Bid Specifications for Environmental Well Abandonment

Summary: Council will consider the approval of plans and specifications for Corporation Yard Monitoring Well Abandonment Project.

Background: In the 1990's, a hydrocarbon leak was detected in an underground fuel tank that was used at the Corporation Yard at 1320 Airport Road. The City was required by the State Water Resources Control Board (SWRCB) to clean the site. The clean-up has been completed for several years and the site was declared clean by the SWRCB. As part of the clean-up process, several monitoring and sparging wells were installed. These wells were used to monitor the severity and spread of contaminants from the leak. This project will abandon these wells in order to close out the site with the SWRCB.

Discussion: The project includes the abandonment of a total of fifty-one(51) wells. Please see Attachment 1 for a copy of the plans and Attachment 2 for a copy of the bid specification. These costs will be reimbursed by an independent insurance policy obtained by the City. The insurer, Great American Insurance Group, has already approved this project.

The engineer's estimate for the well abandonment is \$171,433 and project management is \$53,707 for a total project cost of \$225,140. Once the construction bid process is complete, a budget amendment will be requested at the time of the bid award to include both the construction and project management services, which will also include a report of the project management contract.

Staff recommends Council approve the plans and specifications for the Corporation Yard Monitoring Well Abandonment Project.

Recommended Action: Approve Plans and Specifications for Corporation Yard Monitoring Well Abandonment Project.

BUDGET AMENDMENT REQUIRED: Not at this time.

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: Insurance Proceeds

REVENUE: Yes / No **GRANT:** Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

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

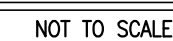
STRATEGIC PLAN (SP):

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved:


Sage Sangiacomo, City Manager





EBA
ENGINEERING
825 SONOMA AVENUE
SUITE C
SANTA ROSA, CA 95404
TEL: (707) 544-0784
FAX: (707) 544-0866
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Fax: (707) 544-0866
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REGISTERED PROFESSIONAL ENGINEER
ERIC MORELL
No. 0063621
Exp. 9-30-26
CIVIL
STATE OF CALIFORNIA



ABANDONMENT OF ENVIRONMENTAL MONITORING & REMEDIATION WELLS
SITE MAP
1320 AIRPORT ROAD
UKIAH, CALIFORNIA

Submit / Revision:

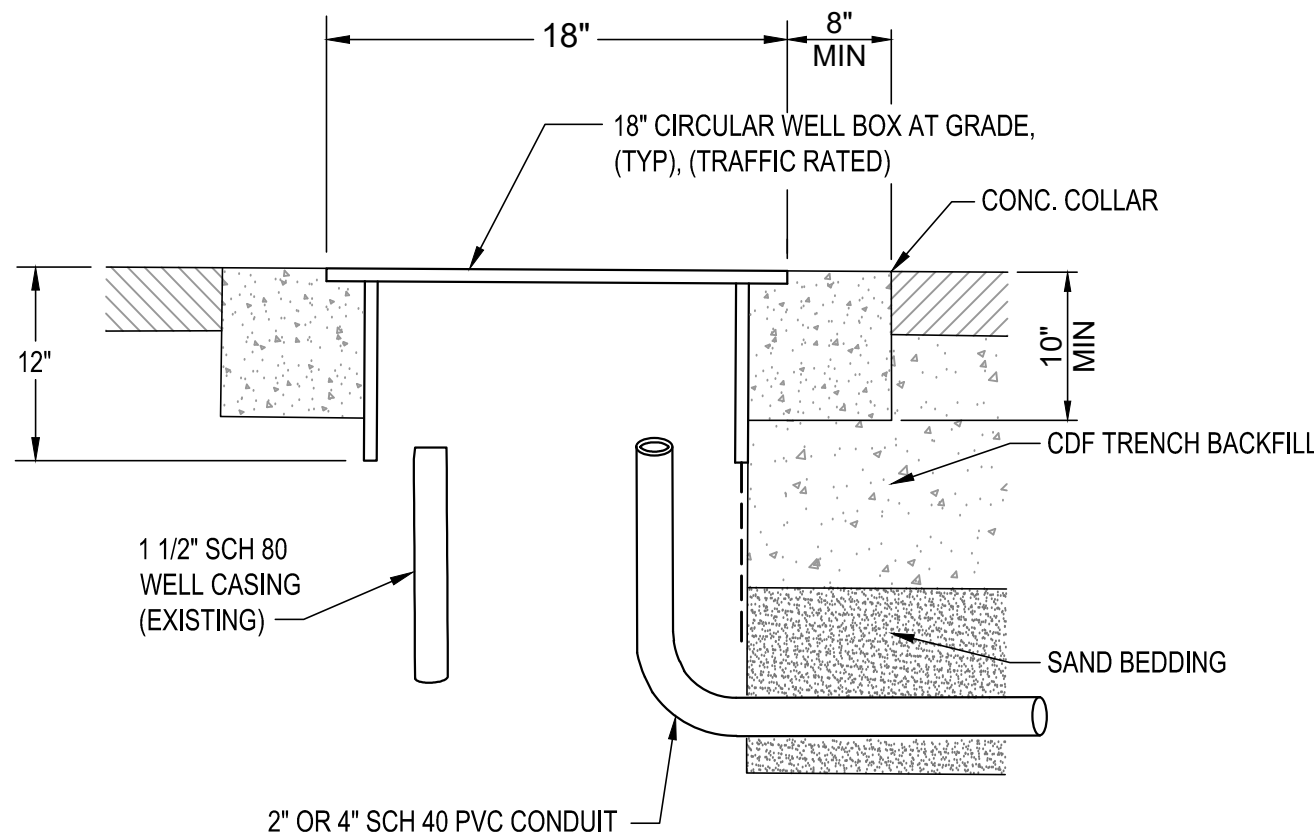
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Job No: 23-3574
Drawn By: DCF
Revised By: DCF
Checked By: DM, MK
Date: SEPTEMBER 3 2024

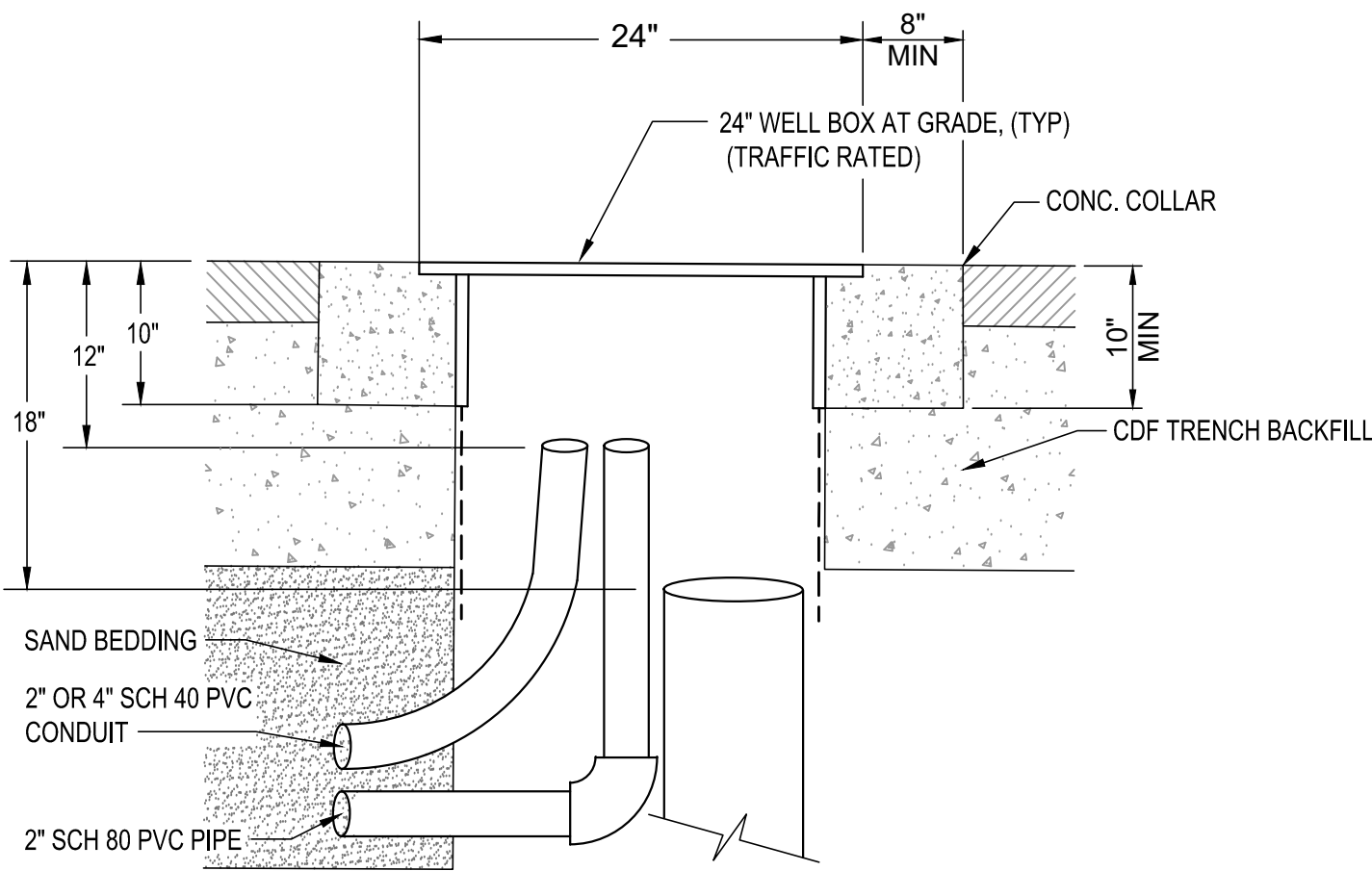
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2 of 3

LEGEND		
MW-21B	GROUNDWATER MONITORING WELL (EPA, JUNE 2010)	APPROXIMATE PROPERTY LINE
MW-3	ABANDONED GROUNDWATER MONITORING	APPROXIMATE EASEMENTS
B-15	FORMER SOIL BORING	EXISTING ELECTRICAL
CPT-1	FORMER CONE PENETRATION TEST BORING	EXISTING GAS
DPE-3	DUAL-PHASE EXTRACTION WELL	EXISTING SANITARY SEWER
OS-1	OZONE SPARGE POINT	EXISTING STORM DRAIN
P-1	SUB-SLAB VAPOR PROBE	APPROXIMATE LOCATION OF FRENCH DRAIN
UKIAH WELL #2	DOMESTIC WELL	EXISTING WATER
UST	UNDERGROUND STORAGE TANK	

TABLE A: ENGINEER'S ESTIMATE OF QUANTITIES			
Item No.	Description	Quantity	Unit of Measure
1	Site Preparation, Mobilization, and Demobilization	1	Lump Sum
2	Agency Fees, Including Permits and Inspection	1	Lump Sum
3	Monitoring Well Abandonment	620	Vertical Feet
4	Remediation Well Abandonment	612	Vertical feet
5	Cement Grout Well Backfill	1,232	Vertical Feet
6	Restore Former Monitoring Well Locations to Match Existing Conditions	23	Each
7	Saw Cut Existing Asphalt Paving and/or Concrete at Existing Remediation Well Boxes	350	Linear Feet
8	Remove, Haul, and Dispose of Remediation Well Box, Remove Concrete Collar, and Cut & Cap Conduit	28	Each
9	Backfill Remediation Well Boxes with CDF to 4" Minus	7	Cubic Yards
10	Replace Asphalt Concrete at Remediation Well Boxes	360	Square Feet
11	Backfill Remediation Well Boxes with Class II Aggregate Base to Final Grade	2.5	Cubic Yards



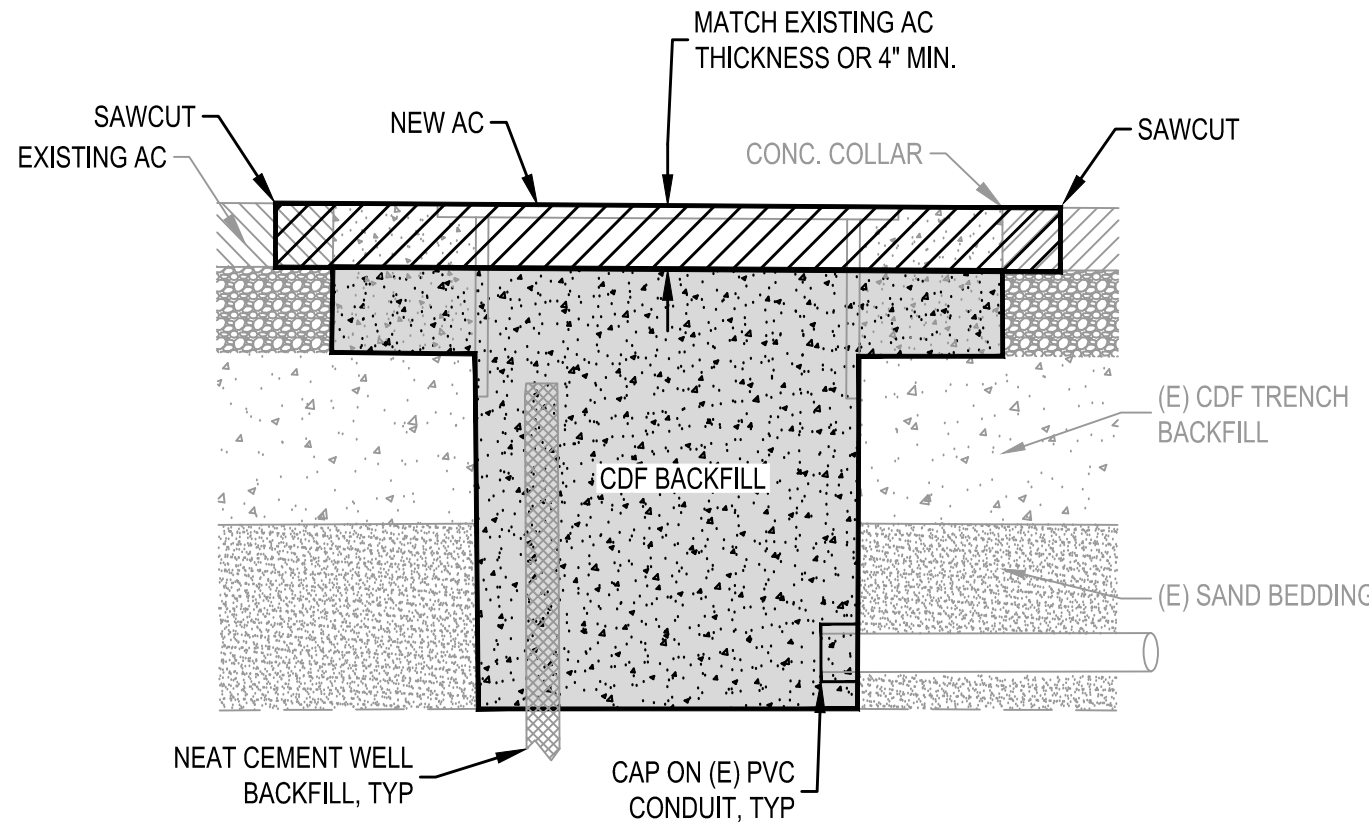
A OZONE SPARGE WELL DETAIL (TYP)
NOT TO SCALE Existing Conditions



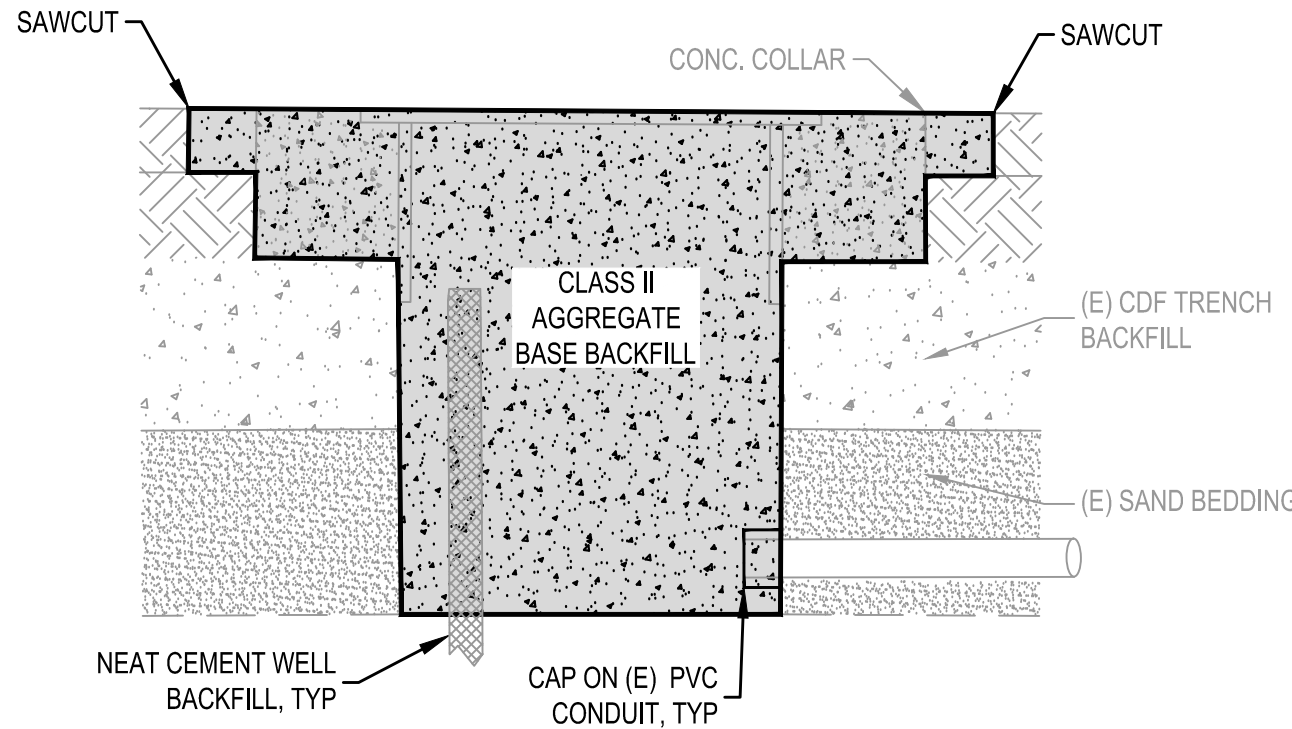
B DUAL PHASE EXTRACTION WELL DETAIL (TYP)
NOT TO SCALE Existing Conditions

TABLE B: GROUNDWATER MONITORING WELL DETAIL			
Well	Depth (Feet)	Casing Diameter (Inches)	Borehole Diameter (Inches)
MW-2	20	2	8
MW-4	20	2	8
MW-5	20	2	8
MW-6	20	2	8
MW-7	20	2	8
MW-8	20	2	8
MW-9	20	2	8
MW-10	20	2	8
MW-11	23	2	8
MW-12B	35	2	8
MW-13B	46	2	8
MW-14B	46	2	8
MW-15	25	2	8
MW-16	25	2	8
MW-17	25	2	8
MW-18B	40	2	8
MW-19	25	2	8
MW-20	25	2	8
MW-21B	37	2	8
MW-22	28	2	8
MW-23	35	2	8
MW-24	22	2	8
EW-1	23	4	10

TABLE C: REMEDIATION WELL DETAIL			
Well	Depth (Feet)	Casing Diameter (Inches)	Borehole Diameter (Inches)
DPE-1	25	4	10
DPE-2	22	4	10
DPE-3	26	4	10
DPE-4	23	4	10
DPE-5	25	4	10
DPE-6	25	4	10
DPE-7	25	4	10
DPE-8	25	4	10
DPE-9	25	4	10
DPE-10	25	4	10
DPE-11	25	4	10
DPE-12	25	4	10
OS-1	24	1.5	8
OS-2	20	1.5	8
OS-3	20	1.5	8
OS-4	20	1.5	8
OS-5	18	1.5	8
OS-6	25	1.5	8
OS-7	19	1.5	8
OS-8	18	1.5	8
OS-9	18	1.5	8
OS-10	24	1.5	8
OS-11	18	1.5	8
OS-12	18	1.5	8
OS-13	18	1.5	8
OS-14	20	1.5	8
OS-15	18	1.5	8
OS-16	18	1.5	8



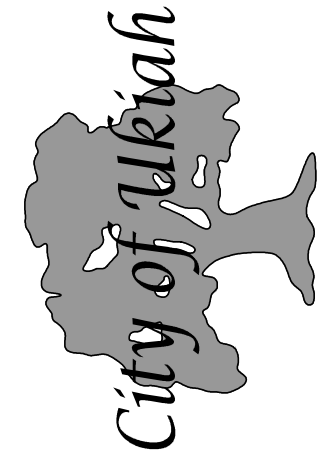
C OZONE SPARGE & DUAL PHASE EXTRACTION WELL BACKFILL DETAIL (PAVED AREAS)
NOT TO SCALE



D OZONE SPARGE & DUAL PHASE EXTRACTION WELL BACKFILL DETAIL (NON-PAVED AREAS)
NOT TO SCALE



825 Sonoma Avenue
Suite C
Santa Rosa Ca 95404
Tel: (707) 544-0784
Fax: (707) 544-0866
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ABANDONMENT OF ENVIRONMENTAL MONITORING & REMEDIATION WELLS
DETAILS
1320 AIRPORT ROAD
UKIAH, CALIFORNIA

Submittal / Revision:	
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Job No: 23-3574
Drawn By: DCF
Revised By: DCF
Checked By: DM, MK
Date: SEPTEMBER 3, 2024

Sheet Number
3
3 of 3

CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA

SPECIAL PROVISIONS
FOR
ABANDONMENT OF ENVIRONMENTAL MONITORING AND REMEDIATION WELLS
SPECIFICATION NO. 24-08

CITY OF UKIAH
DEPARTMENT OF PUBLIC WORKS
300 Seminary Avenue
Ukiah, California 95482-5400

Bids Open: , 2025
2:00 p.m.
Office of City Clerk

CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA

CITY COUNCIL:

DOUGLAS CRANE – MAYOR
SUSAN SHER – VICE-MAYOR
JUAN OROZCO – COUNCIL MEMBER
HEATHER CRISS – COUNCIL MEMBER
MARI RODIN – COUNCIL MEMBER

SAGE SANGIACOMO – CITY MANAGER
TIM ERIKSEN - DIRECTOR OF PUBLIC WORKS / CITY ENGINEER
MARY HORGER – FINANCIAL SERVICES MANAGER
KRISTINE LAWLER – CITY CLERK
R. ALLEN CARTER - CITY TREASURER

CITY OF UKIAH
DEPARTMENT OF PUBLIC WORKS
MAY 2025

TABLE OF CONTENTS

	PAGE
NOTICE TO BIDDERS	
INSTRUCTIONS TO BIDDERS	1
GENERAL CONDITIONS	
SECTION 1. PROPOSAL REQUIREMENTS AND GENERAL CONDITIONS	3
1-01. Definitions	
1-02. Examinations of Plans, Special Provisions and Site of Work	
1-03. Proposal	
1-04. Withdrawal of Bids	
1-05. Public Opening of Bids	
1-06. Bid Guaranty	
1-07. Qualification of Bidders	
1-08. Disqualification of Bidders	
1-09. Identification of Subcontractors	
1-10. General Provisions of the Standard Specifications	
SECTION 2. AWARD AND EXECUTION OF CONTRACT	5
2-01. Award of Contract	
2-02. Return of Proposal Guaranties	
2-03. Execution of Contract	
SECTION 3. SCOPE AND INTENT OF CONTRACT	5
3-01. Effect of Inspection and Payments	
3-02. Effect of Extension of Time	
3-03. Extra Work	
3-04. Assignment of Contract	
3-05. Subcontractors	
3-06. Interpretation of Special Provisions and Drawings	
3-07. Liability of City Officials	
3-08. Dispute Resolution	
SECTION 4. BONDS	6
4-01. Faithful Performance Bond	
4-02. Material and Labor Bond	
4-03. Defective Material and Workmanship Bond	
4-04. Notification of Surety Companies	
SECTION 5. INSURANCE REQUIREMENTS FOR CONTRACTORS	6
5-01. Minimum Scope of Insurance	
5-02. Minimum Limits of Insurance	
5-03. Deductibles and Self-Insured Retentions	
5-04. Other Insurance Provisions	
5-05. Acceptability of Insurers	
5-06. Verification of Coverage	
5-07. Subcontractors	

SECTION 6. RESPONSIBILITIES AND RIGHTS OF CONTRACTOR..... 8

- 6-01. Legal Address of Contractor
- 6-02. Office of Contractor at Site
- 6-03. Attention to Work
- 6-04. Liability of Contractor
- 6-05. Protection of Persons and Property
- 6-06. Protection of City Against Patent Claims
- 6-07. Protection of Contractor's Work Property
- 6-08. Regulations and Permits
- 6-09. Construction Utilities
- 6-10. Approval of Contractor's Plans
- 6-11. Suggestions to the Contractor
- 6-12. Termination of Unsatisfactory Subcontracts
- 6-13. Preservation of Stakes and Marks
- 6-14. Assistance to Engineer
- 6-15. Removal of Condemned Materials and Structures
- 6-16. Proof of Compliance with Contract
- 6-17. Errors and Omissions
- 6-18. Cooperation
- 6-19. Right of Contractor to Stop Work
- 6-20. Hiring and Dismissal of Employees
- 6-21. Wage Rates
- 6-22. Cleaning Up
- 6-23. Guaranty

SECTION 7. RESPONSIBILITIES AND RIGHTS OF CITY 13

- 7-01. Authority of the Engineer
- 7-02. Inspection
- 7-03. Surveys
- 7-04. Rights-of-Way
- 7-05. Retention of Imperfect Work
- 7-06. Changes in the Work
- 7-07. Additional Drawings by City
- 7-08. Additional and Emergency Protection
- 7-09. Suspension of Work
- 7-10. Right of City to Terminate Contract
- 7-11. Use of Completed Portions

SECTION 8. WORKMANSHIP, MATERIALS AND EQUIPMENT 16

- 8-01. General Quality
- 8-02. Quality in Absence of Detailed Specifications
- 8-03. Materials and Equipment Specified by Name
- 8-04. Source of Materials
- 8-05. Storage of Materials
- 8-06. Drawings, Samples and Tests

SECTION 9. PROSECUTION OF WORK 16

- 9-01. Equipment and Methods
- 9-02. Time of Completion
- 9-03. Avoidable Delays

- 9-04. Unavoidable Delays
- 9-05. Notice of Delays
- 9-06. Extension of Time
- 9-07. Unfavorable Weather and Other Conditions
- 9-08. Saturday, Sunday, Holiday and Night Work
- 9-09. Hours of Labor

SECTION 10. PAYMENT 18

- 10-01. Certification by Engineer
- 10-02. Progress Estimates and Payment
- 10-03. Substitution of Securities
- 10-04. Acceptance
- 10-05. Final Estimate and Payment
- 10-06. Delay Payments
- 10-07. Extra Work and Work Omitted
- 10-08. Compensation for Extra Work or Work Omitted
- 10-09. Compensation to the City for Extension of Time
- 10-10. Liquidated Damages for Delay

SECTION 11. MISCELLANEOUS 21

- 11-01. Notice
- 11-02. Computation of Time
- 11-03. Claims Procedure Required by Public Contract Code Section 9204
- 11-04. Litigation and Forum Selection
- 11-05. Waiver

TECHNICAL SPECIFICATIONS

SECTION 12. GENERAL INFORMATION 25

- 12-01. Location and Scope of Work
- 12-02. Arrangement of Technical Specifications
- 12-03. Arrangement of Plans
- 12-04. Business Licenses
- 12-05. Permits
- 12-06. Standard Specifications and Standard Plans
- 12-07. Temporary Facilities
- 12-08. Public Convenience and Safety
- 12-09. Maintaining Traffic
- 12-10. Stream Pollution
- 12-11. Warranties
- 12-12. Utilities
- 12-13. Preconstruction Conference
- 12-14. Safety Requirements

SECTION 13. CONSTRUCTION DETAILS 27

- 13-01. Scope
- 13-02. Personnel and Equipment
- 13-03. Permits, Certificates, Laws, and Ordinances
- 13-04. Well Abandonment
- 13-05. Disposal of Soil Cuttings, Decontamination Water, and Construction Debris
- 13-06. Environmental Control
- 13-07. Cleanup

13-08. Payment

SECTION 14. EXCLUSIONS FROM GENERAL CONDITIONS..... 31

14-01. Provisions to be Excluded from General Conditions

SECTION 15. AMENDMENTS TO GENERAL CONDITIONS 31

15-01. Provisions of General Conditions to be Amended

CERTIFICATES AND DOCUMENTS

BID SUBMITTAL CHECKLIST 32

PROPOSAL 33

BIDDING SCHEDULE..... 34

FAIR EMPLOYMENT PRACTICES CERTIFICATION 37

WORKER'S COMPENSATION CERTIFICATE 38

CERTIFICATE OF NONDISCRIMINATION IN EMPLOYMENT 39

LIST OF PROPOSED SUBCONTRACTORS..... 40

STATEMENT OF EXPERIENCE OF BIDDER..... 41

SIGNATURE OF BIDDER..... 42

BIDDER'S BOND 43

NON-COLLUSION AFFIDAVIT 44

AGREEMENT 45

INDEMNIFICATION AGREEMENT 49

EXAMPLE BOND FORMS 50

DIRECTIONS FOR PREPARATION OF PERFORMANCE AND MATERIAL AND LABOR BOND 55

DEFECTIVE MATERIAL AND WORKMANSHIP (MAINTENANCE) BOND 56

INSURANCE CERTIFICATES AND ENDORSEMENT FORMS

APPENDICES: APPENDIX A

CITY OF UKIAH, MENDOCINO COUNTY, CALIFORNIA
NOTICE TO BIDDERS FOR ENVIRONMENTAL WELL ABANDONMENT SPECIFICATION NO. 24-08

NOTICE IS HEREBY GIVEN that sealed standard proposals for Environmental Well Abandonment will be received at the Office of the City Clerk, Ukiah Civic Center, 300 Seminary Avenue, Ukiah California until 2:00 p.m. on , 2025, at which time, or as soon thereafter as possible, they will be publicly opened and read. Bids shall be addressed to the City Clerk and shall be endorsed "Environmental Well Abandonment ". Bids are required for the entire work described herein. No fax bids will be accepted.

ENGINEER'S ESTIMATE OF QUANTITIES

Item No.	Description	Quantity	Unit of Measure
1.	Site Preparation, Mobilization and Demobilization	1	Lump Sum
2.	Agency Fees, Including Permits and Inspection	1	Lump Sum
3.	Monitoring Well Abandonment	620	Vertical Feet
4.	Remediation Well Abandonment	612	Vertical Feet
5.	Cement Grout Well Backfill	1,232	Vertical Feet
6.	Restore Former Monitoring Well Locations to Match Existing Conditions	23	Each
7.	Sawcut Existing Asphalt Paving and/or Concrete at Existing Remediation Well Boxes	350	Linear Feet
8.	Remove, Haul, and Dispose of Remediation Well Box; Remove Concrete Collar; and Cut & Cap Conduit	28	Each
9.	Backfill Remediation Well Boxes with CDF to 4" Minus	7	Cubic Yards
10.	Replace Asphalt Concrete at Remediation Well Box Locations	360	Square Feet
11.	Backfill Remediation Well Boxes with Class II Aggregate Base to Final Grade	2.5	Cubic Yards

Plans and Special Provisions may be inspected and/or copies obtained from the City's website at www.cityofukiah.com/purchasing. No bid will be considered unless it is made on the forms furnished by the City and is made in accordance with the details of the Special Provisions. Each bidder must be licensed as required by law. Further information regarding the work or these specifications can be obtained by calling Myles Fiset, Purchasing Manager at (707) 463-6225 or by email at mfiset@cityofukiah.com.

The City Council reserves the right to reject any or all bids and to determine which proposal is, in its opinion, the lowest responsive bid by a responsible bidder and which it deems in the best interest of the City to accept. The City Council also reserves the right, but not the obligation, to waive any irregularity or failure to strictly comply with the bidding requirements, that the City determines in the reasonable exercise of its discretion does not provide the bidder with a competitive advantage over other bidders.

No contractor or subcontractor may be listed on a bid proposal for a public works unless registered with the Department of Industrial Relations ("DIR") pursuant to Labor Code section 1725.5 except as allowed. under Labor Code section 1771.1(a). The prime contractor shall be responsible for posting job site notices as prescribed by regulation. This project is subject to compliance monitoring and enforcement by the DIR.

Pursuant to provisions of Section 1770, including amendments thereof, of the Labor Code of the State of California, the Director of the Department of Industrial Relations, State of California, has ascertained the general prevailing rate of wages for straight time, overtime, Saturdays, Sundays and Holidays including employer payment for health and welfare, vacation, pension and similar purposes. Copies of the General Prevailing Wage Determination (applicable to the work), for the locality in which the work is to be done are available on the Internet at web address: <http://www.dir.ca.gov/DLSR/PWD/> The prime contractor for the work herein shall possess a current, valid State of California C-57 Water Well Contractor's License. Pursuant to California Public Contract Code

§22300, this contract includes provisions that allow substitutions of certain types of securities in lieu of the City withholding a portion of the partial payments due the Contractor to insure performance under this contract.

By order of the City Council, City of Ukiah, County of Mendocino, State of California.

Dated: _____

Kristine Lawler, City Clerk, City of Ukiah, California

PUBLISH ONCE:

INSTRUCTIONS TO BIDDERS

Environmental Well Abandonment shall be performed in accordance with the Plans and Special Provisions therefor adopted, to which special reference is hereby made.

Each bidder must supply all the information required by the bid documents and Special Provisions.

Minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award of any contract entered into pursuant to this advertisement. Women will be afforded equal opportunity in all areas of employment. However, the employment of women shall not diminish the standards or requirements for the employment of minorities.

All proposals or bids shall be accompanied by a cashier's check or certified check payable to the order of the City of Ukiah amounting to 10 percent of the bid, or by a bond in said amount and signed by the bidder and a corporate surety, payable to said City. Said check shall be forfeited, or said bond shall become payable to said City in case the bidder depositing the same does not, within fifteen (15) days after written notice that the contract has been awarded to him: (a) enter into a contract with the City and (b) furnish certificates of insurance and endorsements, a bond of faithful performance and a payment bond as described in the Special Provisions.

No bidder shall withdraw his or her bid for a period of thirty (30) calendar days after the date set by the City for the opening thereof.

The Contractor and any subcontractors shall each possess a valid City of Ukiah Business License prior to the start of any work.

The Contractor shall furnish a project schedule to the Engineer prior to the start of any work and start work as scheduled.

The work is to be completed within sixty (60) calendar days. The Contractor will pay to the City the sum of five hundred (\$500.00) dollars per day for each and every calendar day's delay beyond the time prescribed.

The staff shall notify a bidder by telephone, email or fax, if it intends to recommend the rejection of the bidder's bid. Any bid protest must be filed with the City Clerk not more than five calendar days following the bid opening, or 2 calendar days following notice that staff is recommending the rejection of a bid. If any such timely written protest is filed, all bidders shall be provided a copy of the protest within 2 calendar days of its receipt, which may be delivered to the bidders as an email attachment or by fax. All such bidders may file with the City Manager a written objection or other response to the protest.

All objections or responses filed not more than 5 days after receipt of the written protest will be presented to the City Council at its next regular meeting occurring not less than 12 calendar days following the bid opening. The City Council will resolve the bid protest at that meeting based on the written protest, any staff recommendation and all timely written objections and responses. In accordance with the Brown Act, any person may address the City Council on this item during the meeting. The City Council action on the protest shall represent a final decision by the City on the protest.

Examination of Site, Drawings, Etc.

Each bidder shall visit the site of the proposed work and fully acquaint himself with local conditions, construction and labor required so that he or she may fully understand the facilities, difficulties and restrictions attending the execution of the work under the Contract. Bidders shall thoroughly examine and be familiar with the Plans and Special Provisions. The failure of any bidder to receive or examine any form, instrument, addendum, or other document, or to visit the site and acquaint himself with conditions there existing, shall in no way relieve the bidder from any obligation with respect to his or her proposal or to the contract. The drawings for the work show conditions as they are supposed or believed by the Engineer to exist; but, it is neither intended nor shall it be inferred that the conditions as shown thereon constitute a representation by the Engineer, the City or its officers that such conditions are actually existent, nor shall the City, the Engineer or any of their officers or representatives

be liable for any loss sustained by the Contractor as a result of a variance between the conditions shown on the drawings and the conditions actually revealed during the progress of the work or otherwise.

The bidder's attention is directed to the possible existence of obstructions and public improvements within the limits of the work or adjacent thereto, which may or may not be shown on the Drawings. Any bid shall take into consideration that conditions may exist underground or otherwise that are not known to the City or easily detected during a site inspection that could impact the time or cost of completing the project. The City expects the bids to anticipate such conditions so that it can know for budgeting and other purposes the total cost to complete the project before accepting a bid and undertaking the legal obligation to construct the project. In awarding the contract the City relies on the contractor's representation that its bid anticipates differing site conditions and the additional time or cost that such conditions may necessitate.

The bidder shall investigate to his or her satisfaction the conditions to be encountered, the character, quality and quantities of work to be performed and materials to be furnished and the requirements of the Plans, Special Provisions, Standard Specifications, Standard Plans, and Contract Documents. The submission of a proposal shall be considered conclusive evidence that the bidder has made such examination and has accepted the project workplace as a safe workplace to perform the work of the Contract.

Bidder Inquiries and Questions

Inquiries and questions must be submitted in writing via email to the following designated contact person:

Myles Fisette, Purchasing Manager
Email: mfisette@cityofukiah.com

The City reserves the right to not respond to inquiries or questions submitted within 3 business days of the bid opening.

Location of the Work

All of the work to be performed is within the City of Ukiah. Project is located at 1320 Airport Road, Ukiah, California 95482.

GENERAL CONDITIONS

SECTION 1. PROPOSAL REQUIREMENTS AND GENERAL CONDITIONS

1-01. Definitions. Whenever any word or expression defined in this section, or pronoun used in its stead, occurs in these contract documents, it shall have and is mutually understood to have the meaning given:

- a. "City of Ukiah" or "City" shall mean the City of Ukiah, Mendocino County, California, acting through its City Council or any other board, body, official or officials to which or to whom the power belonging to the Council shall by virtue of any act or acts, hereafter pass or be held to appertain.
- b. "Engineer" shall mean the Engineer duly and officially appointed by the City to supervise and direct the work of construction under this contract, acting personally or through agents or assistants duly authorized by him, such agents or assistants acting within the scope of the particular duties entrusted to them.
- c. "Inspector" shall mean the engineering or technical inspector or inspectors duly authorized or appointed by the Engineer, limited to the particular duties entrusted to him or her or them.
- d. "Contractor" shall mean the party entering into contract with the City of Ukiah for the performance of work covered by this contract and his or her authorized agents or legal representatives.
- e. "Date of signing of contract" or words equivalent thereto, shall mean the date upon which this contract, with the signature of the Contractor affixed, together with the prescribed bonds, shall be or shall have been delivered to the City or its duly authorized representatives.
- f. "Day" or "days", unless herein otherwise expressly defined, shall mean a calendar day or days of twenty-four hours each.
- g. "The work" shall mean and include all the work specified, indicated, shown or contemplated in the contract to construct the improvement, including all alterations, amendments or extensions thereto made by contract change order or other written orders of the Engineer.
- h. "Contract drawings", "drawings", "plans" shall mean and include 1) all drawings or plans which may have been prepared by or on behalf of the City, as a basis for proposals, when duly signed and made a part of this contract by incorporation or reference, 2) all drawings submitted in pursuance of the terms of this contract by the successful bidder with his or her proposal and by the Contractor to the City if and when approved by the Engineer and 3) all drawings submitted by the Engineer to the Contractor during the progress of the work as provided for herein.
- i. Where "as shown", "as indicated", "as detailed" or words of similar import are used, it shall be understood that reference to the drawings accompanying these Special Provisions is made unless stated otherwise.

Where "as directed", "as permitted", "approved" or words of similar import are used, it shall be understood that the direction, requirements, permission, approval or acceptance of the Engineer is intended unless stated otherwise.

As used herein, "provide" or "install" shall be understood to mean "provide or install complete in place", that is, "furnish and install". "Shall" is mandatory; "may" is permissive.

1-02. Examination of Plans, Special Provisions and Site of Work. The bidder shall examine carefully the Proposal, Plans, Special Provisions, Contract forms and the site of the work contemplated therefor. It will be assumed that the bidder has investigated to his or her satisfaction the conditions to be encountered and the character, quality and requirements of all Plans, Special Provisions, Standard Specifications, and Standard Plans involved.

1-03. Proposal. Bids shall be made on the blank forms prepared by the City. All bids shall give the prices bid, both in writing and in figures and shall be signed by the bidder or his or her authorized representative, with his or her address. If the bid is made by an individual or partner, his or her name and the post office address of his or her business or partnership, along with his or her signature or the signature of one or more partners must be shown; if made by a corporation, the bid shall show the name of the state under the laws of which the corporation is chartered, the name of the corporation and the title of the person who signs on behalf of the corporation.

Each proposal shall be enclosed in a sealed envelope, endorsed as specified in the notice to bidders. Bidders are warned against making erasures or alterations of any kind and proposals which contain omissions, erasures, conditions, alterations, additions not called for, additional proposals or irregularities of any kind may be rejected.

1-04. Withdrawal of Bids. Any bid may be withdrawn at any time prior to the hour fixed in the notice to bidders for the openings of bids, provided that a request in writing, executed by the bidder or his or her duly authorized representative, for the withdrawal of such bid is filed with the City. The withdrawal of a bid will not prejudice the right of a bidder to file a new bid.

1-05. Public Opening of Bids. Bids will be opened and read publicly at the time and place indicated in the notice to bidders. Bidders or their agents are invited to be present.

1-06. Bid Guaranty. Each bid must be accompanied by a certified check, cashier's check or bidder's bond executed by an admitted surety insurer, payable to the order of the City of Ukiah in an amount not less than 10 percent of the bid as a guarantee that the bidder will enter into a contract, if awarded the work.

1-07. Qualification of Bidders. No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. The prime contractor shall be responsible for posting job site notices as prescribed by regulation. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Each bidder shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code and shall be skilled and regularly engaged in the general class or type of work called for under this contract. A statement setting forth this experience and business standing shall be submitted by each bidder on the form provided herewith. It is the intention of the City to award a contract only to a bidder who furnishes satisfactory evidence that he or she has the requisite experience and ability and that he or she has sufficient capital, facilities and equipment to enable him or her to prosecute the work successfully and promptly within the time and in the manner agreed.

In determining the degree of responsibility to be credited to a bidder, the City may weigh evidence that the bidder or his or her personnel charged with the responsibility in the work, has performed satisfactorily other contracts of like nature and magnitude or comparable difficulty at similar rates of progress.

1-08. Disqualification of Bidders. More than one bid from an individual business, partnership, corporation or association, under the same or different names, will not be considered. Reasonable grounds for believing that any bidder is financially interested in more than one bid for the work will cause the rejection of all bids in which he or she is so interested. If there is reason to believe that collusion exists among the bidders, none of the participants in such collusion will be considered. Bids in which the prices obviously are unbalanced may be rejected.

1-09. Identification of Subcontractors. All bids shall comply with the Subletting and Subcontracting Fair Practices Act (Public Contract Code Section 4100 and following) and shall set forth:

- (a) The name and the location of the place of business of each subcontractor who will perform work or labor, or render service to the prime contractor in or about the construction of the work, or to a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work according to detailed drawings contained in the plans and Special Provisions, in an amount in excess of one-half of 1 percent of the prime contractor's total bid.

(b) The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion defined by the prime contractor in his or her bid.

1-10. General Provisions of the Standard Specifications. All provisions of the General Provisions, Sections 1 through 11, of the Standard Specifications, shall be applicable to the contract except as modified by these Special Provisions. The Standard Specifications are set forth in Section 12-06 of these Special Provisions.

SECTION 2. AWARD AND EXECUTION OF CONTRACT

2-01. Award of Contract. Award of the contract, if it be awarded, will be to the lowest responsible bidder whose bid complies with all the specified requirements. The award, if made, will be made within thirty (30) days after opening of the bids. The City reserves the right to reject any and all bids and to waive any irregularity in the proposal not pertaining to cost.

2-02. Return of Proposal Guaranties. All bid guaranties will be held until the contract has been fully executed, after which they will be returned upon request to the respective bidders whose bids they accompany.

2-03. Execution of Contract. The contract agreement shall be executed in duplicate by the successful bidder and returned, together with the contract bonds, insurance certificates and endorsements, within fifteen (15) days after written notice of the award of the contract. After execution by the City; one copy shall be filed with the City and one copy shall be returned to the Contractor. If the bidder fails or refuses to enter into the contract agreement within the required time, then the bid guaranty accompanying the bid shall be forfeited to the City.

SECTION 3. SCOPE AND INTENT OF CONTRACT

3-01. Effect of Inspection and Payments. Neither the inspection by the Engineer or an inspector, nor any order, measurement or approved modification, nor certificate or payment of money, nor acceptance of any part or whole of the work, nor any extension of time, nor any possession by the City or its agents, shall operate as a waiver of any provision of this contract or of any power reserved therein to the City, or of any right to damages thereunder; nor shall any breach of this contract be held to be a waiver of any subsequent breach. All remedies shall be construed as cumulative.

3-02. Effect of Extension of Time. The granting of any extension of time on account of delays which, in the judgement of the City, are avoidable delays shall in no way operate as a waiver on the part of the City of its rights under this contract.

3-03. Extra Work. If extra work orders are given in accordance with provisions of this contract, such work shall be considered a part hereof and shall be subject to each and all of its terms and requirements.

3-04. Assignment of Contract. The contract may be assigned or sublet in whole or in part only upon the written consent of the City acting through its authorized agents. Consent will not be given to any proposed assignment which would relieve the original contractor or its surety of their responsibilities under the contract nor will the Engineer consent to any assignment of a part of the work under the contract.

3-05. Subcontractors. The Contractor shall be as fully responsible for the acts and omissions of his or her subcontractors and of persons either directly or indirectly employed by them, as he or she is for the acts and omissions of persons directly employed by him.

The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the terms of this Contract which are applicable to the work of subcontractors.

Nothing contained in this contract shall be construed to create or shall be relied upon to create any contractual relationship between any subcontractor and the City and no action may be brought by any subcontractor against the City based on this contract.

3-06. Interpretation of Special Provisions and Drawings. The Special Provisions and the Contract Drawings are intended to be explanatory of each other. Any work indicated in the Contract Drawings and not in the Special Provisions, or vice versa, is to be executed as if indicated in both. In case of a discrepancy or conflict between the

Technical Specifications and Contract Plans, the Technical Specifications shall govern. All work shown on the Contract Drawings, the dimensions of which are not figured, shall be accurately followed to the scale to which the drawings are made, but figured dimensions are in all cases to be followed, where given, though they differ from scaled measurements. Large scale drawings shall be followed in preference to small scale drawings. Should it appear that the work to be done, or any of the matters relative thereto, are not sufficiently detailed or explained in these contract documents, including the contract drawings, the Contractor shall apply to the Engineer for such further explanations as may be necessary and shall conform thereto as part of this contract, so far as may be consistent with the terms of this contract. In the event of any doubt or questions arising respecting the true meaning of the Special Provisions, reference shall be made to the Engineer and his or her decision thereon shall be final. If the Contractor believes that a clarification or interpretation justifies an increase in the contract price or contract time, the Contractor must comply with the written notice provisions of Sections 9-05 and 10-07 of these Special Provisions. Contractor's attention is directed to Section 12-06 of the Technical Specifications regarding the Standard Specifications and Standard Plans.

3-07. Addenda. If it becomes necessary to revise any part of these plans and specifications after they have been released, the City will issue an addendum containing the revision. All addenda will be posted on the City's website at www.cityofukiah.com/purchasing with the rest of the bid documents. Anyone who intends to submit a bid in response to this Request for Bid must check the website frequently for any posted addenda. Anyone submitting a bid will be deemed to have seen and agreed to be bound by the posted addenda.

3-08. Liability of City Officials. No city official, nor the Engineer, nor any authorized assistant of any of them, shall be personally responsible for any liability arising under this contract.

3-09. Dispute Resolution. Claims of \$375,000 or less by the Contractor that arise under this Contract are subject to the mandatory dispute resolutions provisions in Public Contract Code Sections 20104-20104.6.

SECTION 4. BONDS

4-01. Faithful Performance Bond. As a part of the execution of this contract, the Contractor shall furnish a bond of a surety company or other securities providing equivalent protection such as cash, letter of credit, or certificates of deposit, acceptable to the City, conditioned upon the faithful performance of all covenants and stipulations under this contract. The amount of the bond shall be 100 percent of the total contract price, as this sum is set forth in the agreement.

4-02. Material and Labor Bond. As a part of the execution of this contract, the Contractor shall furnish a bond of a surety company or other securities providing equivalent protection such as cash, letter of credit or certificates of deposit acceptable to the City in a sum not less than 50 percent of the total contract price, as this sum is set forth in the agreement for the payment in full of all persons, companies or corporations who perform labor upon or furnish materials to be used in the work under this contract, in accordance with the provisions of Sections 3247 through 3252 inclusive of the Civil Code of the State of California and any acts amendatory thereof.

4-03. Defective Material and Workmanship Bond. As a condition precedent to the completion of this contract, the Contractor shall furnish a bond of a surety company acceptable to the City in an amount not less than 5 percent (5%) of the final contract price, to hold good for a period of one (1) year after the completion and acceptance of the work, to protect the City against the results of defective materials, workmanship and equipment during that time. This bond shall be delivered to the City before the final payment under this contract will be made.

4-04. Notification of Surety Companies. The surety companies shall familiarize themselves with all of the conditions and provisions of this contract and they waive the right of special notification of any change or modification of this contract or of extension of time, or decreased or increased work, or of the cancellation of the contract, or of any other act or acts by the City or its authorized agents, under the terms of this contract; and failure to so notify the aforesaid surety companies of changes shall in no way relieve the surety companies of their obligation under this contract.

SECTION 5. INSURANCE REQUIREMENTS FOR CONTRACTORS (WITH CONSTRUCTION RISKS)

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his or her agents, representatives, employees or subcontractors.

5-01. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial Liability Coverage (occurrence form CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
3. Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Course of Construction insurance covering for "all risks" of loss.

5-02. Minimum Limits of Insurance

Contractor shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury and property damage.
4. Course of Construction: Completed value of the project with no co-insurance penalty provisions.

5-03. Deductibles and Self-insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

5-04. Other Insurance Provisions.

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and volunteers are to be covered as Additional Insured with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.
2. The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City.
3. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees or volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

4. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.
5. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of Civil Code.
6. Course of Construction policies shall contain the following provisions:
 - a.) The City shall be named as loss payee.
 - b.) The insurer shall waive all rights of subrogation against the City.

5-05. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than the following:

A++ VII	A- VIII
A+ VII	B++ X
A VII	B+ X

5-06. Verification of Coverage. Contractor shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements shall be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received within 15 days from written notice of contract award, and the work shall not commence until the certificates and endorsements have been approved by the City. The City reserves the right to require complete certified copies of all required insurance policies, including endorsements affecting the coverage required by these Special Provisions at any time.

5-07. Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

SECTION 6. RESPONSIBILITIES AND RIGHTS OF CONTRACTOR

6-01. Legal Address of Contractor. Both the address given in the proposal and the Contractor's office in the vicinity of the work are hereby designated as places to either of which drawings, samples, notices, letters or other articles or communications to the Contractor may be mailed or delivered. The delivery at either of these places of any such thing from the City or its agents to the Contractor shall be deemed sufficient service thereof upon the Contractor and the date of such service shall be the date of such delivery. The address named in the proposal may be changed at any time by notice in writing from the Contractor to the City. Nothing herein contained shall be deemed to preclude or render inoperative the service of any drawing, sample, notice, letter or other article or communication to or upon the Contractor personally.

6-02. Office of Contractor at Site. During the performance of this contract, the Contractor shall maintain a suitable office at the site of the work which shall be the headquarters of a representative authorized to receive drawings and any such thing given to the said representatives or delivered at the Contractor's office at the site of work in his or her absence shall be deemed to have been given to the Contractor.

6-03. Attention to Work. The Contractor shall give his or her personal attention to and shall supervise the work to the end that it shall be prosecuted faithfully and when he or she is not personally present on the work, he or she shall at all reasonable times be represented by a competent superintendent or foreman who shall receive and obey all instructions or orders given under this contract and who shall have full authority to execute the same and to supply materials, tools and labor without delay and who shall be the legal representative of the Contractor. The Contractor shall be liable for the faithful observance of any instructions delivered to him or her or to his or her authorized representative.

6-04. Liability of Contractor. The Contractor shall do all of the work and furnish all labor, materials, tools and appliances, except as otherwise herein expressly stipulated, necessary or proper for performing and completing the work herein required in the manner and within the time herein specified. The mention of any specific duty or

liability imposed upon the Contractor shall not be construed as a limitation or restriction of any general liability or duty imposed upon the Contractor by this contract, said reference to any specific duty or liability being made herein merely for the purpose of explanation.

The right of general supervision by the City shall not make the Contractor an agent of the City and the liability of the Contractor for all damages to persons or to public or private property, arising from the Contractor's execution of the work, shall not be lessened because of such general supervision.

Until the completion and final acceptance by the City of all the work under and implied by this contract, the work shall be under the Contractor's responsible care and charge. The Contractor shall rebuild, repair, restore and make good all injuries, damages, re-erections and repairs, occasioned or rendered necessary by causes of any nature whatsoever, excepting only acts of God and none other, to all or any portions of the work, except as otherwise stipulated.

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the City and its officers, directors, agents and employees from and against all claims, damages, losses and expenses including but not limited to attorneys' fees, costs of suit, expert witness fees and expenses and fees and costs of any necessary private investigators arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, other than the work itself, including the loss of use resulting therefrom and (2) is caused in whole or in part by any act or omission of the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder, or by the negligence or omission of a party indemnified herein.

In any and all claims against the City or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts. The obligation to indemnify shall extend to and include acts of the indemnified party which may be negligent or omissions which may cause negligence.

The City shall have the right to estimate the amount of such damage and to cause the City to pay the same and the amount so paid for such damage shall be deducted from the money due the Contractor under this contract; or the whole or so much of the money due or to become due the Contractor under this contract as may be considered necessary by the City, shall be retained by the City until such suits or claims for damages shall have been settled or otherwise disposed of and satisfactory evidence to that effect furnished to the City.

6-05. Protection of Persons and Property. The Contractor shall furnish such watchman, guards, fences, warning signs, walks and lights as shall be necessary and shall take all other necessary precautions to prevent damage or injury to persons or property.

All property line fences and improvements in the vicinity of the work shall be protected by the Contractor and, if they are injured or destroyed, they and any other property injured by the Contractor, his or her employees or agents, shall be restored to a condition as good as when he or she entered upon the work.

6-06. Protection of City Against Patent Claims. All fees, royalties or claims for any patented invention, article or method that may be used upon or in any manner connected with the work under this contract shall be included in the price bid for the work and the Contractor and his or her sureties shall protect and hold the City, together with all of its officers, agents, servants and employees, harmless against any and all demands made for such fees or claims brought or made on account of this contract. The Contractor shall, if requested by the Engineer, furnish acceptable proof of a proper release from all such fees or classes.

Should the Contractor, his or her agents, servants or employees, or any of them be enjoined from furnishing or using any invention, article, material or appliance supplied or required to be supplied or used under this contract, the Contractor shall promptly substitute other articles, materials or appliance, in lieu thereof, of equal efficiency, quality, finish, suitability and market value and satisfactory in all respects to the Engineer. Or, in the event that the Engineer elects, in lieu of such substitution, to have supplied and to retain and use, any such invention, article, material or appliance, as may by this contract be required to be supplied, in that event the Contractor shall pay

such royalties and secure such valid licenses as may be requisite and necessary for the City, its officers, agents, servants and employees, or any of them, to use such invention, article, material or appliance without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should the Contractor neglect or refuse to make the substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then in that event the Engineer shall have the right to make such substitution, or the City may pay such royalties and secure such licenses and charge the cost thereof against any money due to the Contractor from the City or recover the amount thereof from him or her and his or her sureties notwithstanding final payment under this contract may have been made.

6-07. Protection of Contractor's Work Property. The Contractor shall protect his or her work, supplies and materials from damage due to the nature of the work, the action of the elements, trespassers, or any cause whatsoever under his or her control, until the completion and acceptance of the work. Neither the City nor any of its agents assumes any responsibility for collecting indemnity from any person or persons causing damage to the work of the Contractor.

6-08. Regulations and Permits. The Contractor shall secure and pay for all permits, give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work as drawn and specified. If the Contractor observes that the Plans and Special Provisions are at variance therewith, he or she shall promptly notify the Engineer in writing and any necessary changes shall be adjusted as provided in the contract for changes in the work. The contractor and any subcontractors shall each secure and maintain a valid City of Ukiah Business License. The City of Ukiah will issue a no fee encroachment permit to the Contractor allowing him or her to perform work within City right of way or within City property after the Contract Documents have been executed and insurance certificates and endorsements have been approved by the City.

6-09. Construction Utilities. The Contractor shall be responsible for providing for and in behalf of his or her work under this contract, all necessary utilities, such as special connection to water supply, telephones, power lines, fences, roads, watchmen, suitable storage places, etc.

6-10. Approval of Contractor's Plans. The approval by the Engineer of any drawing or any method of work proposed by the Contractor in accordance with paragraph 8-06 shall not relieve the Contractor of any of his or her responsibility for his or her errors therein and shall not be regarded as any assumption of risk or liability by the City or any officer or employee thereof and the Contractor shall have no claim under this contract on account of the failure or partial failure or inefficiency of any plan or method so approved. Such approval shall be considered to mean merely that the Engineer has no objection to the Contractor's using, upon his or her own full responsibility the plan or method approved.

6-11. Suggestions to the Contractor. Any plan or method of work suggested by the Engineer to the Contractor, but not specified or required, if adopted or followed by the Contractor in whole or in part, shall be used at the risk and responsibility of the Contractor; and the Engineer and the City shall assume no responsibility thereof.

6-12. Termination of Unsatisfactory Subcontracts. Should any subcontractor fail to perform in a satisfactory manner the work undertaken by him, such subcontract shall be terminated immediately by the Contractor upon notice from the Engineer.

6-13. Preservation of Stakes and Marks. The Contractor shall preserve carefully bench marks, reference points and stakes and in case of destruction he or she shall replace his or her stakes, reference points and bench marks and shall be responsible for any mistakes that may be caused by their unnecessary loss or disturbance. Contractor's attention is directed to Section 7-03 of these Special Provisions.

6-14. Assistance to Engineer. At the request of the Engineer the Contractor shall provide men from his or her force and tools, stakes and other materials to assist the Engineer temporarily in making measurements and surveys and in establishing temporary or permanent reference marks. Payment for such materials and assistance will be made as provided for under the caption "Extra Work," provided, however, that the cost of setting stakes and marks carelessly lost or destroyed by the Contractor's employees will be assessed to the Contractor.

6-15. Removal of Condemned Materials and Structures. The Contractor shall remove from the site of the work, without delay, all rejected and condemned materials or structures of any kind brought to or incorporated in the work and upon his or her failure to do so, or to make satisfactory progress in so doing, within forty-eight (48) hours after the service of a written notice from the Engineer, the condemned material or work may be removed by

the City and the cost of such removal shall be taken out of the money that may be due or may become due the Contractor on account of or by virtue of this contract. No such rejected or condemned material shall again be offered for use by the Contractor under this Contract.

6-16. Proof of Compliance with Contract. In order that the Engineer may determine whether the Contractor has complied with the requirements of this contract, not readily enforceable through inspection and tests of the work and materials, the Contractor shall, at any time when requested, submit to the Engineer properly authenticated documents or other satisfactory proofs as to his or her compliance with such requirements.

6-17. Errors and Omissions. If the Contractor, in the course of the work, finds any errors or omissions in plans or in the layout as given by survey points and instruction, or if he or she finds any discrepancy between the plans and the physical conditions of the locality, he or she shall immediately inform the Engineer, in writing and the Engineer shall promptly verify the same. Any work done after such discovery, until authorized, will be done at the Contractor's risk.

6-18. Cooperation. The Contractor shall cooperate with all other contractors who may be performing work in behalf of the City and workmen who may be employed by the City on any work in the vicinity of the work to be done under this contract with the work of such contractors or workmen. He or she shall make good promptly, at his or her own expense, any injury or damage that may be sustained by other contractors or employees of the City at his or her hands.

Any difference or conflict which may arise between the Contractor and other contractors, or between the contractor and workmen of the City in regard to their work shall be adjusted and determined by the Engineer. If the work of the Contractor is delayed because of any acts or omissions of any other contractor or of the City, the Contractor shall on that account have no claim against the City other than for an extension of time.

6-19. Right of Contractor to Stop Work. Under the following conditions the Contractor shall have the right, if he or she so desires, to stop the work and terminate the contract upon ten (10) days written notice to the Engineer and recover from the City payment for all work actually performed and for all satisfactory materials actually delivered to the site of the work for permanent incorporation therein, all as may be shown by the estimate of the Engineer.

- (1) If the work is stopped under an order of any court or other competent public authority for a period of time of three (3) months through no act or fault of the Contractor or of anyone employed by him or her.
- (2) If the Engineer fails to issue the monthly certificate for payment in accordance with the terms of this contract.
- (3) If the City fails to pay the Contractor within sixty (60) days after it shall have become due, as provided by the terms of this contract, any sum certified by the Engineer or awarded by the City.

All provided that if such action to terminate the contract be not instituted by the Contractor within ten (10) days after the alleged existence of such condition and if written notice of such action be not at that time delivered to the City and the Engineer, then such right shall lapse until another occasion arises according to this section.

6-20. Hiring and Dismissal of Employees. The Contractor shall employ only such foremen, mechanics and laborers as are competent and skilled in their respective lines of work and whenever the Engineer shall notify the Contractor that any person on the work is, in his or her opinion, incompetent, unfaithful, intemperate or disorderly, or refuses to carry out the provisions of this contract, or uses threatening or abusive language to any person on the work representing the City, or is otherwise unsatisfactory, such person shall be discharged immediately from the work and shall not be re-employed upon it except with the consent of the Engineer.

6-21. Wage Rates.

1. Contractor shall pay all mechanics and laborers employed or working upon the site of the work unconditionally and without subsequent deductions or rebate on any account the full amounts due at the time of payment at wage rates not less than those contained in the applicable prevailing wage

determination, regardless of any contractual relationship which may be alleged to exist between the Contractor and subcontractors and such laborers and mechanics.

2. Contractor shall comply with the California Labor Code Section 1775. In accordance with said Section 1775, Contractor shall forfeit as a penalty to the Owner, \$50.00 (or the higher minimum penalty as provided in Section 1775(B)(ii) – (iii)) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for such work or craft in which such workman is employed for any work done under the Contract by him or her or by any subcontractor under him or her in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each workman for each calendar day or portion thereof for which each workman was paid less than the stipulated prevailing wage rate shall be paid to each workman by the Contractor.
3. Pursuant to the provision of Section 1770 of the Labor Code of the State of California, Owner has ascertained the general prevailing rate of wages (which rate includes employer payments for health and welfare, vacation, pension and similar purposes) applicable to the work to be done, for straight time work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of workmen concerned. Copies of the General Prevailing Wage Determination are available on the Internet at web address: <http://www.dir.ca.gov/DLSR/PWD> The Contractor shall post the wage determination at the site of work in a prominent place where it can easily be seen by the workers.
4. City will not recognize any claim for additional compensation because the Contractor has paid any rate in excess of the prevailing wage rate obtained by the Contractor. The possibility of wage increases is one of the elements to be considered by the Contractor in determining his or her bid and will not in any circumstances be considered as the basis for a claim against the City.
5. The Labor Commissioner through the Division of Labor Standards Enforcement (DLSE) may at any time require contractors and subcontractors to furnish electronic certified payroll records directly to DLSE. Commencing with contracts awarded or after April 1, 2015, all contractors and subcontractors must furnish electronic certified payroll records directly to the DLSE.
6. Travel and Subsistence Payments.

Contractor shall make travel and subsistence payments to each workman needed to execute the work in accordance with the requirements in Section 1773.8 of the Labor Code (Chapter 880, Statutes of 1968).

7. Apprentices.

Attention is directed to the provisions in Sections 1777.5 (Chapter 1411, Statutes of 1968) and 1777.6 of the California Labor Code concerning the employment of apprentices by the Contractor or any subcontractor under him. Contractor and any subcontractor under him or her shall comply with the requirements of said sections in the employment of apprentices.

Information relative to apprenticeship standards, wage schedules and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.

6-22. Cleaning Up. The Contractor shall not allow the site of the work to become littered with trash and waste material, but shall maintain the same in a neat and orderly condition throughout the construction period. The Engineer shall have the right to determine what is or is not waste material or rubbish and the place and manner of disposal.

On or before the completion of the work, the Contractor shall without charge therefore carefully clean out all pits, pipes, chambers or conduits and shall tear down and remove all temporary structures built by him or her and shall remove rubbish of all kind from any of the grounds which he or she has occupied and leave them in first class condition.

6-23. Guaranty. All work shall be guarantied for a period of one year from the date of acceptance by the City. The Contractor shall promptly make all needed repairs arising out of defective materials, workmanship and equipment.

The City is hereby authorized to make such repairs if within ten days after the mailing of a notice in writing to the Contractor or his or her agent, the Contractor shall neglect to make or undertake with due diligence the aforesaid repairs, provided, however, that in case of an emergency where, in the opinion of the City delay would cause serious loss or damage, repairs may be made without notice being sent to the Contractor and the Contractor shall pay the costs thereof.

Pursuant to the provisions of Section 4-03 of these Special Provisions, the Contractor shall furnish a Defective Material and Workmanship Bond in an amount not less than 5 percent of the final contract price, which shall be effective for a period of one (1) year after the completion and acceptance of the work.

SECTION 7. RESPONSIBILITIES AND RIGHTS OF CITY

7-01. Authority of the Engineer. All work done under this contract shall be done in a workmanlike manner and shall be performed to the reasonable satisfaction of the Engineer, who shall have general supervision of all work included hereunder. To prevent disputes and litigation, the Engineer (1) shall in all cases determine the amount, quality, acceptability and fitness of the several kinds of work and materials which are to be paid for under this contract, (2) shall decide all questions relative to the true construction, meaning and intent of the Special Provisions and Drawings, (3) shall decide all questions which may arise relative to the classifications and measurements of quantities and materials and the fulfillment of this contract and (4) shall have the power to reject or condemn all work or material which does not conform to the terms of this contract. his or her estimate and decision in all matters shall be a condition precedent to an appeal for arbitration, or the right of the Contractor to receive, demand, or claim any money or other compensation under this agreement and a condition precedent to any liability on the part of the City to the Contractor on account of this contract. Whenever the Engineer shall be unable to act, in consequence of absence or other cause, then such engineer as the Engineer or the City shall designate, shall perform any and all of the duties and be vested with any or all of the powers herein given to the Engineer.

7-02. Inspection. The City will provide engineering personnel for the inspection of the work.

The Engineer and his or her representatives shall at all times have access to the work whenever it is in preparation or progress and the Contractor shall provide proper facilities for such access and inspection.

If the Special Provisions, the Engineer's instruction, laws, ordinances, or any public authority require any work to be specially tested or approved, the Contractor shall give the Engineer timely notice of its readiness for inspection and, if the inspection is by an authority other than the Engineer, of the date fixed for such inspection. Inspections by the Engineer shall be promptly made at the source of supply where practicable. If any work shall be covered up without approval or consent of the Engineer, it must, if required by the Engineer, be uncovered for examination and properly restored at the Contractor's expense.

Re-examination of any work may be ordered by the Engineer and, if so ordered, the work must be uncovered by the Contractor. If such work is found to be in accordance with the contract documents, the City shall pay the cost of re-examination and replacement. If such work is not in accordance with the contract documents, the Contractor shall pay such cost.

Properly authorized and accredited inspectors shall be considered to be the representatives of the City limited to the duties and powers entrusted to them. It will be their duty to inspect materials and workmanship of those portions of the work to which they are assigned, either individually or collectively, under instructions of the Engineer and to report any and all deviations from the Drawings, Special Provisions and other contract provisions which may come to their notice. Any inspector may be considered to have the right to order the work entrusted to his or her supervision stopped, if in his or her opinion such action becomes necessary, until the Engineer is notified and has determined and ordered that the work may proceed in due fulfillment of all contract requirements.

7-03. Surveys. Contractor shall furnish all land surveys, establish all base lines and bench marks and make sufficient detailed surveys needed for working points, lines and elevations. The Contractor shall develop all slope stakes and batter boards. Contractor shall also develop all additional working points, lines and elevations as he or she may desire to facilitate his or her methods and sequence of construction.

7-04. Rights-of-Way. The City will provide all necessary rights-of-way and easements in or beneath which work will be performed by the Contractor under this contract.

7-05. Retention of Imperfect Work. If any portion of the work done or material furnished under this contract shall prove defective and not in accordance with the Plans and Special Provisions, and if the imperfection in the same shall not be of sufficient magnitude or importance to make the work dangerous or undesirable, the Engineer shall have the right and authority to retain such work instead of requiring the imperfect work to be removed and reconstructed, but he or she shall make such deductions therefor in the payments due or to become due the Contractor as may be just and reasonable.

7-06. Changes in the Work. The Engineer shall have the right, in writing, to order additions to, omissions from, or corrections, alterations and modifications in the line, grade, form, dimensions, plan, or kind or amount of work or materials herein contemplated, or any part thereof, either before or after the beginning of construction. However, the arithmetical sum of the cost to the City of additions and subtractions from the work under this contract shall not exceed 10 percent of original contract amount or \$5,000, whichever is the greater, unless based upon a supplementary agreement to be made therefore.

The order of such additions, omissions, corrections, alterations and modifications shall be in writing and signed by the Engineer and, in order, shall then be binding upon the Contractor. The Contractor shall proceed with the work as changed and the value of such change shall be determined as provided for in section 10-07 of these Special Provisions.

Such alterations shall in no way affect, vitiate, or make void this contract or any part thereof, except that which is necessarily affected by such alterations and is clearly the evident intention of the parties to this contract.

7-07. Additional Drawings by City. The drawings made a part of this contract at the time of its execution are intended to be fairly comprehensive and to indicate in more or less detail the scope of the work. In addition to these drawings, however, the Engineer shall furnish such additional drawings from time to time during the progress of the work as are necessary to make clear or to define in greater detail the intent of the Special Provisions and the contract drawings and the Contractor shall make his or her work conform to all such drawings.

7-08. Additional and Emergency Protection. Whenever, in the opinion of the Engineer, the Contractor has not taken sufficient precautions for the safety of the public or the protection of the works to be constructed under this contract, or of adjacent structures or property which may be injured by the processes of construction on account of such neglect and whenever, in the opinion of the Engineer, an emergency shall arise and immediate action shall be considered necessary in order to protect public or private, personal or property interest, then and in that event, the Engineer, with or without notice to the Contractor may provide suitable protection to the said interests by causing such work to be done and such material to be furnished as shall provide such protection as the Engineer may consider necessary and adequate.

The cost and expense of such work and material so furnished shall be borne by the Contractor and, if the same shall not be paid on presentation of the bills therefor, then such costs shall be deducted from any amounts due or to become due the Contractor.

The performance of such emergency work under the direction of the Engineer shall in no way relieve the Contractor from any damages which may occur during or after such precaution has been taken by the Engineer.

7-09. Suspension of Work. The City may at any time suspend the work or any part thereof by giving five (5) days written notice to the Contractor. The work shall be resumed by the Contractor within ten (10) days after the date fixed in the written notice from the City to the Contractor so to do. The City shall reimburse the Contractor for expense incurred by the Contractor in connection with the work under this contract as a result of such suspension.

If the work, or any part thereof, shall be stopped by the notice in writing aforesaid and if the City does not give notice in writing to the Contractor to resume work at a date within ten (10) days of the date fixed in the written notice to suspend, then the Contractor may abandon that portion of the work so suspended and he or she will be entitled to the estimates and payments for all work done on the portions so abandoned, if any, plus 5 percent of the value of the work so abandoned, to compensate for loss of overhead, plant expense and anticipated profit.

7-10. Right of City to Terminate Contract. If the Contractor should be adjudged a bankrupt, or if he or she should make a general assignment for the benefit of his or her creditors, or if a receiver should be appointed on account of his or her insolvency, or if he or she should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to supply sufficient properly skilled workmen or proper materials, or if he or she should fail to make prompt payments to subcontractors or for material or labor, or persistently disregard laws, ordinances or the instructions of the Engineer, or otherwise be guilty of a substantial violation of any provision of the contract, then the City, upon the certificate of the Engineer that sufficient cause exists to justify such action, may, without prejudice to any other right or remedy and after giving the Contractor seven days written notice, terminate the employment of the Contractor and take possession of the premises and of all materials, tools and appliances and finish the work by whatever method the City may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the contract price shall exceed the expense of finishing the work, including compensation for additional managerial and administrative services, such excess shall be paid to the Contractor. If such expense shall exceed such unpaid balance, the Contractor shall pay the difference to the City. The expense incurred by the City as herein provided and the damage incurred through the Contractor's default, shall be certified by the Engineer. In the event that a termination under this section is determined to be improper, such termination shall be deemed a constructive termination for convenience taken pursuant to section 7-12 below.

7-11. Use of Completed Portions. The City shall have the right to take possession of and use any completed or partially completed portions of the work, notwithstanding the time for completing the entire work or such portions which may not have expired; but such taking possession and using shall not be deemed an acceptance of any work not completed in accordance with the contract documents. If such prior use increases the cost of or delays the work, the Contractor shall be entitled to such extra compensation, or extension of time or both, as the Engineer may determine.

7-12. Right of City to Terminate Contract for Convenience. The City may terminate performance of the work called for by the contract documents in whole or, from time to time, in part, if the City determines that a termination is in the City's best interest. The Contractor shall terminate all or any part of the work upon delivery to the Contractor of a notice of termination specifying that the termination is for the convenience of the City, the extent of termination, and the effective date of such termination. After receipt of notice of termination, and except as directed by the Engineer, the Contractor shall, regardless of any delay in determining or adjusting any amounts due under this termination for convenience clause, immediately proceed with the following obligations:

1. Stop work as specified in the notice.
2. Complete any work specified in the notice of termination in a least cost/shortest time manner while still maintaining the quality called for under the contract documents.
3. Leave the property upon which the Contractor was working and upon which the facility (or facilities) forming the basis of the contract documents is situated in a safe and sanitary manner such that it does not pose any threat to the public health or safety.
4. Terminate all subcontracts to the extent that they relate to the portions of the work terminated.
5. Place no further subcontracts or orders, except as necessary to complete the continued portion of the contract.
6. Submit to the Engineer, within ten (10) calendar days from the effective date of the notice of termination, all of the usual documentation called for by the contract documents to substantiate all costs incurred by the Contractor for labor, materials and equipment through the effective date of the notice of termination. Any documentation substantiating costs incurred by the Contractor solely as a result of the City's exercise of its right to terminate this Contract pursuant to this clause, which costs the contractor is authorized under the contract documents to incur, shall: (1) be submitted to and received by the Engineer no later than 30 calendar days after the effective date of the notice of termination; (2) describe the costs incurred with particularity; and (3) be conspicuously identified as "Termination Costs occasioned by the City's Termination for Convenience."

Termination of the contract shall not relieve Surety of its obligation for any just claims arising out of or relating to the work performed. In the event that the City exercises its right to terminate this contract pursuant to this clause, the City shall pay the Contractor, upon the Contractor's submission of the documentation required by this clause and other applicable provisions of the contract documents, the following amounts:

All actual reimbursable costs incurred according to the provisions of this contract.

1. A reasonable allowance for profit on the cost of the Work performed, provided Contractor establishes to the satisfaction of the Engineer that it is reasonably probable that Contractor would have made a profit had the contract been completed and provided further, that the profit allowed shall in no event exceed fifteen (15%) percent of the costs.

2. A reasonable allowance for Contractor's administrative costs in determining the amount payable due to termination of the contract under this Article.

Notwithstanding any other provision of this Article, when immediate action is necessary to protect life and safety or to reduce significant exposure or liability, the City may immediately order Contractor to cease work on the project until such safety or liability issues are addressed to the satisfaction of the City or the contract is terminated.

SECTION 8. WORKMANSHIP, MATERIALS and EQUIPMENT

8-01. General Quality. Materials and equipment shall be new and of a quality equal to that specified or approved. Work shall be done and completed in a thorough and workmanlike manner.

8-02. Quality in Absence of Detailed Specifications. Whenever under this contract it is provided that the Contractor shall furnish materials or manufactured articles or shall do work for which no detailed specifications are set forth, the materials or manufactured articles shall be of the best grade in quality and workmanship obtainable in the market from firms of established good reputation, or, if not ordinarily carried in stock, shall conform to the usual standards for first-class materials or articles of the kind required, with due consideration of the use to which they are to be put. In general, the work performed shall be in full conformity and harmony with the intent to secure the best standard of construction and equipment of the work as a whole or in part.

8-03. Materials and Equipment Specified by Name. Whenever any material or equipment is indicated or specified by patent or proprietary name or by the name of the manufacturer, such specification shall be considered as used for the purpose of describing the material or equipment desired and shall be considered as followed by the words "or approved equal". The Contractor may offer any material or equipment which shall be equal in every respect to that specified, provided that written approval first is obtained from the Engineer.

8-04. Source of Materials. Price, fitness and quality being equal, preference shall be given by the Contractor for supplies grown, manufactured or produced in the State of California and, next, for such products partially produced in this State in accordance with Government Code Section 4332.

8-05. Storage of Materials. Materials shall be so stored to ensure the preservation of their quality and fitness for the work. They shall be so located and disposed that prompt and proper inspection thereof may be made.

8-06. Drawings, Samples and Tests. As soon as possible after execution of the contract, the Contractor shall submit to the Engineer, in quintuplicate, sufficient information including, if necessary, assembly and detail drawings to demonstrate fully that the equipment and materials to be furnished comply with the provisions and intent of these Special Provisions and Drawings. If the information thus submitted indicates the equipment or materials is acceptable, the Engineer will return one copy stamped with his or her approval; otherwise, one copy will be returned with an explanation of why the equipment or material is unsatisfactory. The Contractor shall have no claims for damages or for extension of time on account of any delay due to the revision of drawings or rejection of material. Fabrication or other work performed in advance of approval shall be done entirely at the Contractor's risk. After approval of equipment or material, the Contractor shall not deviate in any way from the design and specifications given without the written consent of the Engineer.

When requested by the Engineer, a sample or test specimens of the materials to be used or offered for use in connection with the work shall be prepared at the expense of the Contractor and furnished by him or her in such quantities and sizes as may be required for proper examination and tests, with all freight charges prepaid and with information as to their sources.

All samples shall be submitted before shipment and in ample time to permit the making of proper tests, analyses, or examination before the time at which it is desired to incorporate the material into the work. All tests of materials furnished by the Contractor shall be made by the Engineer. Samples shall be secured and tested whenever necessary to determine the quality of the material.

SECTION 9. PROSECUTION OF WORK

9-01. Equipment and Methods. The work under this contract shall be prosecuted with all materials, tools, machinery, apparatus and labor and by such methods as are necessary to the complete execution of everything described, shown, or reasonably implied. If at any time before the beginning or during the progress of the work,

any part of the Contractor's plant or equipment, or any of his or her methods of execution of the work, appear to the Engineer to be unsafe, inefficient, or inadequate to insure the required quality or the rate of progress of the work, he or she may order the Contractor to increase or improve his or her facilities or methods and the Contractor shall comply promptly with such orders; but, neither compliance with such orders nor failure of the Engineer to issue such orders shall relieve the Contractor from his or her obligation to secure the degree of safety, the quality of the work and the rate of progress required of the Contractor. The Contractor alone shall be responsible for the safety, adequacy and efficiency of his or her plant, equipment and methods.

9-02. Time of Completion. The Contractor shall promptly begin the work under this contract and shall complete and make ready for full use all portions of the project made the subject of this contract within the time set forth in the agreement bound herewith.

9-03. Avoidable Delays. Avoidable delays in the prosecution or completion of the work shall include all delays which might have been avoided by the exercise of care, prudence, foresight and diligence on the part of the Contractor. The City will consider as avoidable delays within the meaning of this contract (1) delays in the prosecution of parts of the work, which may in themselves be unavoidable, but do not necessarily prevent or delay the prosecution of other parts of the work nor the completion of the whole work within the time herein specified, (2) reasonable loss of time resulting from the necessity of submitting plans to the Engineer for approval and from the making of surveys, measurements, inspections, and testing and (3) such interruptions as may occur in the prosecution of the work on account of the reasonable interference of other contractors employed by the City which do not necessarily prevent the completion of the whole work within the time herein specified.

9-04. Unavoidable Delays. Unavoidable delays in the prosecution or completion of the work under this contract shall include all delays which may result, through cause beyond the control of the Contractor and which he or she could not have provided against by the exercise of care, prudence, foresight and diligence. Orders issued by the City changing the amount of work to be done, the quantity of material to be furnished or the manner in which the work is to be prosecuted and unforeseen delays in the completion of the work of other contractors under contract with the City will be considered unavoidable delays, so far as they necessarily interfere with the Contractor's completion of the whole of the work. Delays due to normally adverse weather conditions will not be regarded as unavoidable delays. However, truly abnormal amounts of rainfall, temperatures or other weather conditions for the location of the work and time of year may be considered as unavoidable delays if those conditions necessarily cause a delay in the completion of the work.

9-05. Notice of Delays. Whenever the Contractor foresees any delay in the prosecution of the work and, in any event, immediately upon the occurrence of any delay which the contractor regards as an unavoidable delay, he or she shall notify the Engineer in writing of the probability of the occurrence of such delay and its cause, in order that the Engineer may take immediate steps to prevent, if possible, the occurrence or continuance of the delay, or, if this cannot be done, may determine whether the delay is to be considered avoidable or unavoidable, how long it continues and to what extent the prosecution and completion of the work are to be delayed thereby.

9-06. Extension of Time. Should any delays occur which the Engineer may consider unavoidable, as herein defined, the Contractor shall, pursuant to his or her application, be allowed an extension of time proportional to said delay or delays, beyond the time herein set forth, in which to complete this contract; and liquidated damages for delay shall not be charged against the Contractor by the City during an extension of time granted because of unavoidable delay or delays.

Any claim by Contractor for a time extension based on unavoidable delays shall be based on written notice delivered to the Engineer within 15 days of the occurrence of the event giving rise to the claim. Failure to file said written notice within the time specified shall constitute a waiver of said claim. Notice of the full extent of the claim and all supporting data must be delivered to the Engineer within 45 days of the occurrence unless the Engineer specifies in writing a longer period. All claims for a time extension must be approved by the Engineer and incorporated into a written change order.

9-07. Unfavorable Weather and Other Conditions. During unfavorable weather and other conditions, the Contractor shall pursue only such portions of the work as shall not be damaged thereby. No portions of the work whose satisfactory quality or efficiency will be affected by any unfavorable conditions shall be constructed while these conditions remain, unless, by special means or precautions approved by the Engineer, the Contractor shall be able to overcome them.

The Contractor shall be granted a time extension of one day for each unfavorable weather day which prevents him or her from placing concrete forms or placing and finishing concrete or asphalt concrete. Such unfavorable weather day is defined as a rain day where precipitation prevents the contractor from performing the work more than four (4) continuous hours within the authorized work period or a temperature day where the ambient temperature is below that specified for the placement of materials associated with the controlling work item for more than four (4) continuous work hours of the authorized work period.

9-08. Saturday, Sunday, Holiday and Night Work. No work shall be done between the hours of 6 p.m. and 7 a.m., nor on Saturdays, Sundays or legal holidays except such work as is necessary for the proper care and protection of work already performed, or except in cases of absolute necessity and in any case only with the permission of the Engineer.

It is understood, however, that night work may be established as a regular procedure by the Contractor if he or she first obtains the written permission of the Engineer and that such permission may be revoked at any time by the Engineer if the Contractor fails to maintain at night adequate force and equipment for reasonable prosecution and to justify inspection of the work.

9-09. Hours of Labor. Eight (8) hours of labor shall constitute a legal day's work and the Contractor or any subcontractor shall not require or permit more than eight hours of labor in a day from any person employed by him or her in the performance of the work under this contract, unless paying compensation for all hours worked in excess of eight (8) hours per day at not less than 1½ times the basic rate of pay. The Contractor shall forfeit to the City, as a penalty, the sum of twenty-five dollars (\$25.00) for each workman employed in the execution of the contract by him or her or by any subcontractor, for each calendar day during which such laborer, workman, or mechanic is required or permitted to labor more than eight hours in violation of the provisions of Section 1810 to 1816, inclusive, (Article 3, Chapter 1, Part 7, Division 2) of the Labor Code of the State of California and any acts amendatory thereof.

SECTION 10. PAYMENT

10-01. Certification by Engineer. All payments under this contract shall be made upon the presentation of certificates in writing from the Engineer and shall show that the work covered by the payments has been done and the payments thereof are due in accordance with this contract.

10-02. Progress Estimates and Payment. The Engineer shall, within the first seven (7) days of each month, make an estimate of the value of the work performed in accordance with this contract during the previous calendar month.

The first estimate shall be of the value of the work satisfactorily completed in place and meeting the requirements of the contract. And every subsequent estimate, except the final estimate, shall be of the value of the work satisfactorily completed in place since the last preceding estimate was made; provided, however, that should the Contractor fail to adhere to the program of completion fixed in this contract, the Engineer shall deduct from the next and all subsequent estimates the full calculated accruing amount of the liquidated damages to the date of said estimate, until such time as the compliance with the program has been restored.

The estimate shall be signed by the Engineer and, after approval, the City shall pay or cause to be paid to the Contractor in the manner provided by law, an amount equal to 95 percent of the estimated value of the work satisfactorily performed and complete in place.

10-03. Substitution of Securities.

1. At such times that Public Contract Code Section 22300 is in effect Contractor may propose the substitution of securities of at least equal market value for any moneys to be withheld to ensure performance under the Contract. Market value shall be determined as of the day prior to the date such substitution is to take place. Such substitution shall be made at the request and expense of the Contractor. The securities shall be one or more of the following types:

- (a) Bonds or interest-bearing notes or obligations of the United States, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(b) Bonds or interest-bearing notes on obligations that are guaranteed as to principal and interest by a federal agency of the United States.

(c) Bonds of the State of California, or those for which the faith and credit of the State of California are pledged for the payment of principal and interest.

(d) Bonds or warrants, including, but not limited to, revenue warrants, of any county, city, metropolitan water district, California water district, California water storage district, irrigation district in the State of California, municipal utility district, or school district of the State of California, which are rated by Moody's or Standard and Poor as A or better.

(e) Bonds, consolidated bonds, collateral trust debentures, consolidated debentures, or other obligations issued by federal land banks or federal intermediate credit banks established under the Federal Farm Loan Act, as amended; debentures and consolidated debentures issued by the Central Bank for Cooperatives and banks for cooperatives established under the Farm Credit Act of 1933, as amended; bonds, or debentures of the Federal Home Loan Bank Board established under the Federal Home Loan Bank Act; and stock, bonds, debentures and other obligations of the Federal National Mortgage Association established under the National Housing Act as amended and bonds of any Federal Home Loan Mortgage Corporation.

(f) Commercial paper of "prime" quality as defined by a nationally recognized organization which rates such securities. Eligible paper is further limited to issuing corporations: (1) organized and operating within the United States; (2) having total assets in excess of five hundred million dollars (\$500,000,000); and (3) approved by the Pooled Money Investment Board of the State of California. Purchases of eligible commercial paper may not exceed 180 days' maturity, nor represent more than 10 percent of the outstanding paper of an issuing corporation.

(g) Bills of exchange or time drafts on and accepted by a commercial bank, otherwise known as bankers acceptances, which are eligible for purchase by the Federal Reserve System.

(h) Certificates of deposits issued by a nationally or state-chartered bank or savings and loan association.

(i) The portion of bank loans and obligations guaranteed by the United States Small Business Administration or the United States Farmers Home Administration.

(j) Student loan notes insured under the Guaranteed Student Loan Program established pursuant to the Higher Education Act of 1965, as amended (20 U.S.C. 1001, et seq.) and eligible for resale to the Student Loan Marketing Association established pursuant to Section 133 of the Education Amendments of 1972, as amended (20 U.S.C. 1087-2).

(k) Obligations issued, assumed or guaranteed by International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, or the Government Development Bank of Puerto Rico.

(l) Bonds, debentures and notes issued by corporations organized and operating within the United States. Such securities eligible for substitution shall be within the top three ratings of a nationally recognized rating service.

2. The securities shall be deposited with City or with any commercial bank as escrow agent, who shall arrange for transfer of such securities to the Contractor upon satisfactory completion of the contract. Any interest accrued or paid on such securities shall belong to the Contractor and shall be paid upon satisfactory completion of the contract.

The market value of the securities deposited shall at all times be maintained in an amount at least equal, in the sole judgment of City, to the moneys to be withheld pursuant to the Contract Documents to ensure performance of the Contract. In order to comply with this condition, Contractor shall deposit additional securities as necessary upon request by City or the escrow agent.

3. Upon acceptance of any Proposal that includes substituting securities for amounts withheld to ensure performance, a separate escrow agreement satisfactory in form and substance to City shall be prepared and

executed by City, the Contractor and the escrow agent, which may be City. The escrow agreement shall specify, among other matters, value of securities to be deposited; procedures for valuing the securities and for adding or withdrawing securities to maintain the market value of the deposited securities at least equal to the amount of moneys which would otherwise be withheld; the terms and conditions of conversion to cash in case of the default by the Contractor; and terms, conditions and procedure for termination of the escrow. City shall have no obligation to enter any such Agreement that does not provide the City with the unilateral right to convert securities to cash and to gain immediate possession of the cash.

10-04. Acceptance. The work must be accepted by vote of the City Council of the City of Ukiah when the whole shall have been completed satisfactorily. The Contractor shall notify the Engineer, in writing, of the completion of the work, whereupon the Engineer shall promptly, by personal inspection, satisfy himself as to the actual completion of the work in accordance with the terms of the contract and shall thereupon recommend acceptance by the City Council.

10-05. Final Estimate and Payment. The Engineer shall, as soon as practicable after the final acceptance of the work done under this contract, make a final estimate of the amount of work done thereunder and the value thereof.

Such final estimate shall be signed by the Engineer, and after approval, the City shall pay or cause to be paid to the Contractor, in the manner provided by law, the entire sum so found to be due hereunder, after deducting therefrom all previous payments and such other lawful amounts as the terms of this contract prescribe.

In no case will final payment be made in less than thirty-five (35) days after the filing of the notice of completion with the County Recorder.

10-06. Delay Payments. Should any payment due the Contractor or any estimate be delayed, through fault of the City beyond the time stipulated, such delay shall not constitute a breach of contract or be the basis for a claim for damages, but the City shall pay the Contractor interest on the amount of the payment at the rate of 6 percent per annum for the period of such delay. The terms for which interest will be paid shall be reckoned, in the case of any monthly or progress payment, from the twentieth day of the month next succeeding the month in which the work was performed to the date of payment of the estimate; and in the case of the final estimate, from the forty-fifth day after acceptance to the date of payment of the final estimate.

The date of payment of any estimate shall be considered the day on which the payment is offered or mailed as evidenced by the records of the Treasurer of the City. If interest shall become due on any delayed payment, the amount thereof, as determined by the City, shall be added to a succeeding payment. If the interest shall become due on the final payment, it shall be paid on a supplementary voucher to interest or any sum or sums which, by the terms of this contract, the City is authorized to reserve or retain.

10-07. Extra Work and Work Omitted. Whenever corrections, alterations, or modifications of the work under this contract ordered by the Engineer and approved by the City increase the amount of work to be done, such added work shall be known as "extra work"; and when such corrections, alterations, or modifications decrease the amount of work to be done, such subtracted work shall be known as "work omitted".

When the Contractor considers that any changes ordered involve extra work, he or she shall immediately notify the Engineer in writing and subsequently keep him or her informed as to when and where extra work is to be performed and shall make claim for compensation therefor each month not later than the first day of the month following that in which the work claimed to be extra work was performed and he or she shall submit a daily complete statement of materials and labor used and expenses incurred on account of extra work performed, showing allocation of all materials, labor and expenses.

All such claims shall state the date of the Engineer's written order and the date of approval by the City authorizing the work on account of which claim is made. Unless such notification is made in writing within the time specified and unless complete statements of materials used and expenses incurred on account of such extra work are furnished as above required, the Contractor shall not be entitled to payment on account of extra work and Contractor shall be deemed to have waived the right to make any future claims for compensation for such extra work.

When changes decrease the amount of work to be done, they shall not constitute a claim for damages on account of anticipated profits on the work that may be omitted.

10-08. Compensation for Extra Work or Work Omitted. Whenever corrections, additions, or modifications in the work under this contract change the amount of work to be done or the amount of compensation due the Contractor, excepting increases or decreases in contract items having unit contract prices for each measurable quantity installed in place, and such changes have been ordered in writing by the Engineer and approved by the City prior to the Contractor performing the extra work, then a price may be agreed upon. Failing such an agreement in price, the Contractor shall be compensated for performing extra work pursuant to the provisions of Section 4-1.03 D, "Extra Work", and Section 9-1.03, "Force Account Payment" of the Standard Specifications.

This method of determining the price of work shall not apply to the performance of any work which is required or reasonably implied to be performed or furnished under this contract.

10-09. Compensation to the City for Extension of Time. In case the work called for under this contract is not completed within the time limit stipulated herein, the City shall have the right as provided hereinabove, to extend the time of completion thereof. If the time limit be so extended, the City shall have the right to charge to the Contractor and to deduct from the final payment for the work the actual cost to the City of engineering, inspection, superintendence and other overhead expenses which are directly chargeable to the contract and which accrue during the period of such extension, except that the cost of final unavoidable delays shall not be included in such charges.

10-10. Liquidated Damages for Delay. It is agreed by the parties to the contract that time is of the essence and that, in case all the work is not completed before or upon the expiration of the time limit as set forth, damage, other than those cost items identified in section 10-09, will be sustained by the City and that it is and will be impracticable to determine the actual amount of damage by reason of such delay; and it is therefore agreed that the Contractor will pay to the City the sum of five hundred dollars (\$500.00) per day for each and every calendar day's delay beyond the time prescribed.

In compliance with the provisions of California Public Contract Code § 7102, the Contractor will be compensated for damages incurred due to delays in completing the work due solely to the fault of the City, where such delay is unreasonable under the circumstances and not contemplated by the parties. The Contractor and City agree that determining actual damages is impracticable and extremely difficult. As such, the Contractor shall be entitled to the appropriate time extension and to payment of liquidated damages in the sum of \$250 per day of delay in excess of the time specified for the completion of the work. Such amount shall constitute the only payment allowed and shall necessarily include all overhead (direct or indirect), all profit, all administrative costs, all bond costs, all labor, materials, equipment and rental costs, and any other costs, expenses and fees incurred or sustained as a result of such delay. The Contractor expressly agrees to be limited solely to the liquidated damages for all such delays as defined in this subsection.

SECTION 11. MISCELLANEOUS

11-01. Notice. Whenever any provision of the contract documents requires the giving of written notice, it shall be deemed to have been validly given if delivered in person to the individual or to a member of the firm or to an officer of the corporation for whom it is intended, or if delivered at or sent by registered or certified mail, postage prepaid, to the last business address known to the giver of the notice. If mailed, the notice shall be deemed received on the date of delivery stated in the return receipt.

11-02. Computation of Time. When any period of time is referred to in the Contract Documents by days, it shall be computed to exclude the first and include the last day of such period. If the last day of any such period falls on a Saturday or Sunday or on a day made a legal holiday by the law of the applicable jurisdiction, such day shall be omitted from the computation.

11-03. Claims Procedure

Contractor shall timely comply with all notices and requests for changes to the contract time or contract price, as a prerequisite to filing any claim governed by this Article. The failure to timely submit a notice of delay or notice of change, or to timely request a change to the contract time or contract price, or to timely provide any other notice or request required herein shall constitute a waiver of the right to further pursue the claim under the contract or at law.

- A. **Intent.** Effective January 1, 1991, Section 20104 et seq., of the California Public Contract Code prescribes a process utilizing informal conferences, non-binding judicial supervised mediation, and judicial arbitration to resolve disputes on construction claims of \$375,000 or less. Effective January 1, 2017, Section 9204 of the Public Contract Code prescribes a process for negotiation and mediation to resolve disputes on construction claims. The intent of this Article is to implement Sections 20104 et seq. and Section 9204 of the California Public Contract Code. This Article shall be construed to be consistent with said statutes.
- B. **Claims.** For purposes of this Article, "Claim" means a separate demand by the Contractor, for (A) a time extension, (B) payment of money or damages arising from work done by or on behalf of the Contractor pursuant to the Contract, or (C) an amount the payment of which is disputed by the District. Claims governed by this Article may not be filed unless and until the Contractor completes all procedures for giving notice of delay or change and for the requesting of a time extension or change order. Claims governed by this Article must be filed no later than the date of final payment. The claim shall be submitted in writing to the District and shall include on its first page the following in 16 point capital font: "THIS IS A CLAIM." Furthermore, the claim shall include the documents necessary to substantiate the claim. Nothing herein is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims, including all requirements pertaining to compensation or payment for extra work, disputed work, and/or changed conditions. Failure to follow such contractual requirements shall bar any claims or subsequent lawsuits for compensation or payment thereon.

- C. **Supporting Documentation.** The Contractor shall submit all claims in the following format:

Summary of claim merit and price, reference Contract Document provisions pursuant to which the claim is made

List of documents relating to claim:

Specifications

Drawings

Clarifications (Requests for Information)

Schedules

Other

Chronology of events and correspondence

Analysis of claim merit

Analysis of claim cost

Time impact analysis in CPM format

If Contractor's claim is based in whole or in part on an allegation of errors or omissions in the Drawings or Specifications for the project, Contractor shall provide a summary of the percentage of the claim subject to design errors or omissions and shall obtain a certificate of merit in support of the claim of design errors and omissions.

D. City's Response. Upon receipt of a claim pursuant to this Article, City shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the Contractor a written statement identifying what portion of the claim is disputed and what portion is undisputed. Any payment due on an undisputed portion of the claim will be processed and made within 60 days after the City issues its written statement.

If the City needs approval from its governing body to provide the Contractor a written statement identifying the disputed portion and the undisputed portion of the claim, and the City's governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the City shall have up to three days following the next duly publicly noticed meeting of the City's governing body after the 45-day period, or extension, expires to provide the Contractor a written statement identifying the disputed portion and the undisputed portion.

Within 30 days of receipt of a claim, the City may request in writing additional documentation supporting the claim or relating to defenses or claims the District may have against the Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of City and the Contractor. The City's written response to the claim, as further documented, shall be submitted to the Contractor within 30 days (if the claim is less than \$15,000, within 15 days) after receipt of the further

documentation, or within a period of time no greater than that taken by the Contractor in producing the additional information or requested documentation, whichever is greater.

E. Meet and Confer. If the Contractor disputes the City's written response, or the City fails to respond within the time prescribed, the Contractor may so notify the City, in writing, either within 15 days of receipt of the City's response or within 15 days of the City's failure to respond within the time prescribed, respectively, and demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand, the City shall schedule a meet and confer conference within 30 days for settlement of the dispute.

F. Mediation. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the City shall provide the Contractor a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the City issues its written statement. Any disputed portion of the claim, as identified by the Contractor in writing, shall be submitted to nonbinding mediation, with the City and the Contractor sharing the associated costs equally. The City and Contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing, unless the parties agree to select a mediator at a later time.

If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator.

For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

Unless otherwise agreed to by the City and the Contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Public Contract Code Section 20104.4 to mediate after litigation has been commenced.

The mediation shall be held no earlier than the date the Contractor completes the work or the date that the Contractor last performs work, whichever is earlier. All unresolved claims shall be considered jointly in a single mediation, unless a new unrelated claim arises after mediation is completed.

G. Procedures After Mediation. If following the mediation, the claim or any portion remains in dispute, the Contractor must file a claim pursuant to Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code prior to initiating litigation. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the Contractor submits his or her written claim pursuant to subdivision (a) until the time the claim is denied, including any period of time utilized by the meet and confer conference.

H. Civil Actions. The following procedures are established for all civil actions filed to resolve claims of \$375,000 or less:

Within 60 days, but no earlier than 30 days, following the filing or responsive pleadings, the court shall submit the matter to non-binding mediation unless waived by mutual stipulation of both parties or unless mediation was held prior to commencement of the action in accordance with Public Contract Code section 9204 and the terms of this Contract. The mediation process shall provide for the selection within 15 days by both parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court.

If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, notwithstanding Section 1114.11 of that code. The Civil Discovery Act of 1986 (Article 3 (commencing with Section 2016) of Chapter 3 of Title 3 of Part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration. In addition to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, (A) arbitrators shall, when possible, be experienced in

construction law, and (B) any party appealing an arbitration award who does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, also pay the attorney's fees on appeal of the other party.

I. Government Code Claims. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, construction claims and/or changed conditions, the Contractor must comply with the claim procedures set forth in Government Code Sections 900, et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, construction claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if the prerequisite contractual requirements are not satisfied, no action against the City may be filed. **A Government Code claim must be filed no earlier than the date the work is completed or the date the Contractor last performs work on the project, whichever occurs first. A Government Code claim shall be inclusive of all unresolved claims unless a new unrelated claim arises after the Government Code claim is submitted.**

J. Non-Waiver. The City's failure to respond to a claim from the Contractor within the time periods described in this Article or to otherwise meet the time requirements of this Article shall result in the claim being deemed rejected in its entirety.

11-04. Litigation and Forum Selection. Contractor and City stipulate and agree that any litigation relating to the enforcement or interpretation of this contract, arising out of Contractor's performance or relating in any way to the work shall be brought in Mendocino County and that venue will lie in Mendocino County.

Except as otherwise expressly provided by law, the parties waive any objections they might otherwise have to the propriety of jurisdiction or venue in the state courts in Mendocino County and agree that California law shall govern any such litigation.

The duties and obligations imposed by these General Conditions and the rights and remedies available hereunder to the parties hereto and, in particular but without limitation, the warranties, guaranties and obligations imposed upon the Contractor and all of the rights and remedies available to the City thereunder, shall be in addition to and shall not be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by law or contract, by special warranty or guaranty, or by other provisions of the contract documents and the provisions of this paragraph shall be as effective as if repeated specifically in the contract documents in connection with each particular duty, obligation, right and remedy to which they apply. All warranties and guaranties made in the contract document shall survive final payment and termination or completion of this contract. The City disclaims an express or implied warranty that the plans and specifications identify all site conditions that could affect the time or cost to complete the Work.

11-05. Waiver. The Contractor shall strictly comply with all notices and other contract requirements. Waiver by the City of any failure of the Contractor to comply with any term of the contract, including the notice provisions, shall not be deemed a waiver of a subsequent breach.

TECHNICAL SPECIFICATIONS

SECTION 12. GENERAL INFORMATION

12-01. Location and Scope of Work. All of the work to be performed is within the City of Ukiah and consists of the abandonment of twenty-three (23) monitoring wells and twenty-eight (28) remediation wells. General locations of the work are shown in the attached Appendix "A". A map will be provided to the successful bidder showing the exact locations of the work to be done. All work will be done under the direction of the City of Ukiah Public Works Department.

The Contractor should familiarize himself with the local conditions of the project sites. Failure to do so will in no way relieve him of the responsibility for performing any of the work or operations required as a part of this contract. Further information regarding the work or these specifications can be obtained from Myles Fisette at (707) 463-6225.

12-02. Arrangement of Technical Specifications. The Technical Specifications are arranged in sections covering the various phases of work as follows:

Section No.	Title
12	General Information
13	Construction Details
14	Exclusions from General Conditions
15	Amendments to General Conditions

12-03. Arrangement of Plans. General locations and quantities of the work are shown in Appendix "A". A map will be provided to the successful bidder showing the exact locations of the work to be done.

12-04. Business Licenses. The Contractor and any subcontractors shall each secure and maintain a valid City of Ukiah Business License prior to the start of any portion of the work.

12-05. Permits. The Contractor shall provide, procure, and pay for all permits required to complete this work.

12-06. Standard Specifications and Standard Plans. The Standard Specifications and Standard Plans of the California State Department of Transportation, 2015, are hereby made a part of these Special Provisions and are hereinafter referred to as "California Standard Specifications" and "California Standard Plans."

Whenever in the California Standard Specifications and the California Standard Plans the following terms are used, they shall be understood to mean and refer to the following:

Department of Transportation - The City Council.

Director of Public Works - The City of Ukiah Director of Public Works.

Engineer - The Engineer, designated by the City Council, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties entrusted to them.

Laboratory - The designated laboratory authorized by the City of Ukiah to test materials and work involved in the contract.

State - The City of Ukiah

Other terms appearing in the California Standard Specifications and the California Standard Plans shall have the intent and meaning specified in Section I, Definition of Terms of the California Standard Specifications.

In case of discrepancy between the contract documents, the order of precedence from the highest to lowest is as follows:

1. (City) Special Provisions
2. (City) Project Plans
3. City Standard Plans and Details
4. California Standard Plans
5. California Standard Specifications

12-07. Temporary Facilities. All temporary facilities are the responsibility of the Contractor. The removal of said facilities shall be the responsibility of the Contractor. The Contractor shall be responsible for any and all damages to existing facilities which are a result of the work.

12-08. Public Convenience and Safety. The Contractor shall conduct operations so as to cause the least possible obstruction and inconvenience to public traffic. The Contractor shall, at his or her expense, furnish such flag persons and furnish, erect, construct and maintain such fences, barriers, lights, signs, detours, pedestrian walkways, driveway ramps and bridging as may be necessary to give adequate warning to the public that work is in progress and that dangerous conditions exist, to provide access to abutting properties and to permit the flow of pedestrian and vehicular traffic to safely and expeditiously pass the work.

12-09. Maintaining Traffic. Attention is directed to Section 7-1.08, "Public Convenience," 7-1.09, "Public Safety," 7-1.092, "Lane Closure," and 7-1.095, "Flagging Costs," of the California Standard Specifications.

Streets shall be open to through vehicular traffic during non-working hours. All public traffic shall be permitted to pass through the work with as little inconvenience and delay as possible.

Full costs for "Maintaining Traffic", including "Flagging Costs", shall be considered as included in the various items of work and no additional compensation will be made.

12-10. Stream Pollution. The Contractor shall exercise every reasonable precaution to prevent muddying or silting of live streams, and the Contractor's attention is called to the fact that the terms of this contract do not relieve him or her of responsibility for compliance with Sections 5650 and 12015 of the Fish and Game Code or other applicable statutes relating to pollution prevention or abatement.

12-11. Warranties. Unless otherwise indicated, the Contractor shall warrant all materials provided and work performed under this contract for a period of one year from the date of final acceptance. He shall replace promptly and at his own expense any materials and/or workmanship which fail during this warranty period.

12-12. Utilities. No sewer or electrical services will be provided by the owner. Water will be available at the City of Ukiah Corporation Yard location. It is the Contractor's sole responsibility to arrange such services as necessary.

12-13. Preconstruction Conference. A preconstruction conference will be held before any work will be allowed to commence. This meeting will cover inspection, schedule for work, and among other items, the responsibilities and procedures of each of the interested parties to assure that the project will be completed in accordance with the contract documents.

12-14. Safety Requirements. The Contractor shall comply with all pertinent provisions of the Department of Labor "Safety and Health Regulations for Construction (29 FCS Part 1518, 36 CFR 7340)", with additions or modifications thereto, in effect during construction of this project.

SECTION 13 - CONSTRUCTION DETAILS

13-01. Scope. This document specifies the abandonment of (23) monitoring wells and (12) remediation wells and, as shown on the drawing (Appendix A) and in accordance with these Specifications.

The work to be performed under this contract includes the furnishing of all labor, material, transportation, tools, supplies, plant equipment, and appurtenances necessary for the complete and satisfactory abandonment of environmental monitoring and remediation wells, as herein specified. Please note that "remediation wells" is used herein in reference to the (12) 4-inch diameter casing dual phase extraction wells and the (16) 1.5-inch diameter casing ozone injection wells.

Through the completion of the proposed activities, the Contractor must restrict his operations for the well abandonments to the daylight hours. The Contractor will not be entitled to any additional compensation for any overtime work necessary to comply with these requirements.

The City of Ukiah (City) or the City's authorized representative will oversee the work and confirm the successful abandonment of each well included in this scope of work.

13-02. Personnel and Equipment. The wells shall be abandoned using hollow-stem auger (HSA) over-drilling methods, unless as otherwise specified, and as further defined in these technical provisions. Drilling equipment shall be of good condition and be of sufficient equipment capacity to perform the work required by these Specifications. The Contractor shall furnish documentation regarding capacity of various components of the drilling equipment. Drilling equipment shall have the ability to over-drill the well casings and associated well materials (i.e., sand, grout, concrete and bentonite). Delays during the drilling operation caused by the inadequacy of the drilling equipment shall be the responsibility of the Contractor and replacement of such inadequate equipment will be required by the City. All equipment to be used for the performance of this Contract shall comply with all State and local safety regulations and shall be subject to the inspection and approval of the City and/or its representative.

The Contractor shall conform to all of the following minimum requirements:

1. Current possession of a valid California C-57 Water Well Contractor's License,
2. 5-years' experience in the abandonment of environmental wells,
3. History of work performed to the satisfaction of municipal agencies including any work performed for the City,
4. Satisfactory work performance record with the State Department of Consumer Affairs Contractor's Licensing Bureau, and
5. Current possession of valid Hazardous Waste Operations and Emergency Response Standard (Hazwoper) certifications in accordance with Occupational Safety and Health Administration (OSHA) 29 CFR.

Prior to award of Contract, the Bidder shall, if requested, submit a listing of all well abandonment drilling work performed for municipal agencies for the past 2-year period including name of agency, agency project manager, agency project manager's telephone number, and name of project. The Contractor shall employ only competent workers for the execution of this work. The Contractor shall designate one person, who shall have full decision-making authority, to be his representative on the jobsite on a daily basis. This person shall serve as Drilling Superintendent and his or her phone number shall be given to the City for emergency notification, and all such work shall be performed under the direct supervision of an experienced well driller satisfactory to the City.

13-03. Permits, Certificates, Laws, and Ordinances. The Contractor shall procure, at his own expense, all permits, certificates, and licenses required of him by law for the execution of this work. The Contractor's attention is directed to the requirement to obtain drilling permits from the County of Mendocino Department of Environmental Health. He or she shall comply with all Federal, State, and local laws and ordinances or rules and regulations relating to the performance of the work and shall file all reports as required by the State and local agencies in connection with the well drilling. Copies of all reports shall be sent to the City.

13-04. WELL ABANDONMENT

13-04.1. Monitoring Wells: The Contractor shall properly abandon the following twenty-three (23) monitoring wells: MW-2, MW-4, MW-5, MW-6, MW-7, MW-8, MW-9, MW-10, MW-11, MW-12B, MW-13B, MW-14B, MW-15, MW-16, MW-17, MW-18B, MW-19, MW-20, MW-21B, MW-22, MW-23B, MW-24, and EW-1. With the exception of monitoring well MW-11, all monitoring wells are to be abandoned by over-drilling using hollow stem augers of an appropriate diameter for each respective well. Following the removal of the well casing and all associated materials (i.e., sand, grout, concrete and bentonite), the boreholes will be backfilled from the bottom to approximately six inches below ground surface with neat cement grout using tremie pipe to prevent bridging. Well abandonment and backfilling shall be performed in accordance with all requirements of the drilling permit(s) obtained by the Contractor and issued by the County of Mendocino Department of Environmental Health. The Contractor is referred to Appendix "A" (Table B, Sheet 3) for monitoring well construction details. The Contractor is responsible for familiarizing themselves with all access requirements and selecting suitable drilling equipment for the site access constraints. Access agreements for all off-site well locations will be provided to the Contractor by the City.

The Contractor's attention is directed to additional requirements for the abandonment of monitoring wells constructed within a 8 5/8-inch diameter steel conductor casing (monitoring wells MW-12B, MW-13B, MW-14B, MW-18B, MW-21B, and MW-23B). These monitoring wells will be over-drilled through the interior of the steel conductor casing and the polyvinyl chloride well casings and well materials (i.e., sand, concrete, and bentonite) will be removed from the boreholes. Next, the uppermost five feet will be over-drilled using an auger of sufficient size to remove the outer concrete in which the steel conductor casing is set and to expose the outer portion of the steel conductor casing for subsequent cutting and removal. The steel conductor casing will then be cut with an extended torch or other suitable equipment at a depth of five feet below ground surface and this portion of the steel conductor casing removed. The removed portion of conductor casing shall become property of the Contractor and disposed of as described in Subsection 13-05. The borehole will then be abandoned by tremie backfilling with cement grout to six inches below ground surface.

Monitoring well MW-11 will be abandoned by pressure grouting due to the proximity of a high-pressure natural gas transmission line. While the Contractor will be responsible for adhering to all conditions of the drilling permits issued by the County of Mendocino Department of Environmental Health, the City understands that the drilling permit will include, at a minimum, the following conditions for pressure grouting:

1. No obstructions, debris, or other materials are allowed to be within the well casing;
2. Cement must be a 21-sack mix (ASTM Type I or Type II Portland Cement to 5-6 pounds of clean water);
3. No more than 5% bentonite gel may be added to the grout mix;
4. The 21-Sack Mix must not have any lumps; and
5. The pressure must hold a minimum of 25 pounds per square inch for five minutes at the well head, not the compressor, or after completely filling the well inner casing with cement one third of the filled volume is displaced due to the pressure.

Monitoring well boxes are to be removed at each monitoring well location which shall become property of the Contractor and disposed of as described in Subsection 13-05. All monitoring well locations shall be restored in a manner which matches surrounding conditions. For monitoring wells located within areas of asphaltic paving, well box removal shall be performed in a manner which allows for a clean asphalt edge which shall be sealed with emulsion prior to paving with a hot-applied asphalt patch.

13-04.2. Remediation Wells: The Contractor shall properly abandon the following twenty-eight (28) remediation wells: DPE-1, DPE-2, DPE-3, DPE-4, DPE-5, DPE-6, DPE-7, DPE-8, DPE-9, DPE-10, DPE-11, DPE-12, OS-1, OS-2, OS-3, OS-4, OS-5, OS-6, OS-7, OS-8, OS-9, OS-10, OS-11, OS-12, OS-13, OS-14, OS-15, and OS-16. Pneumatic groundwater remediation pumps and associated conveyance tubing shall be removed from each remediation well prior to well abandonment and placed within a secure location to be designated by the City. With the exception of remediation well DPE-9, all monitoring wells are to be abandoned by over-drilling using hollow stem augers of an appropriate diameter for each respective well. Following the removal of the well casing and all associated materials (i.e., sand, grout, concrete and bentonite), the boreholes will be backfilled from the bottom of the well to approximately 24 to 36 inches below ground surface (i.e., to the bottom of the well box) with neat cement grout using tremie pipe to prevent bridging. Well abandonment and backfilling shall be performed in accordance with all requirements of the drilling permits obtained by the Contractor and issued by the County of Mendocino Department of Environmental Health. The Contractor is referred to Appendix "A" (Table C, Sheet 3) for

remediation well construction details. The Contractor is responsible for familiarizing themselves with all access requirements and selecting suitable drilling equipment for the site access constraints. Access agreements for all off-site well locations will be provided to the Contractor by the City.

Remediation well DPE-9 will be abandoned by pressure grouting due its location underneath a vehicle lift. While the Contractor will be responsible for adhering to all conditions of drilling permits issued by the County of Mendocino Department of Environmental Health, the City understands that the drilling permit will include, at a minimum, the following conditions for pressure grouting:

1. No obstructions, debris, or other materials are allowed to be within the well casing;
2. Cement must be a 21-sack mix (ASTM Type I or Type II Portland Cement to 5-6 pounds of clean water);
3. No more than 5% bentonite gel may be added to the grout mix;
4. The 21-Sack Mix must not have any lumps; and
5. The pressure must hold a minimum of 25 pounds per square inch for five minutes at the well head, not the compressor, or after completely filling the well inner casing with cement one third of the filled volume is displaced due to the pressure.

With the exception of DPE-9, remediation well boxes are to be removed at each remediation well location and will become property of the Contractor to be disposed of as described in Subsection 13-05. The well box at remediation well DPE-9, which is located beneath a vehicle lift, will not be removed and the lid re-installed following abandonment of this well by pressure grouting. Remediation wells are contained within 24-inch square steel well boxes (4-inch polyvinyl chloride diameter casing dual phase extraction wells) and 18-inch circular steel well boxes (1.5-inch polyvinyl chloride diameter casing ozone sparge wells). Steel well boxes and associated concrete collars shall be removed at all remediation well locations and legally disposed of by the Contractor. Prior to backfilling the former well box locations, all conduit piping shall be cut and capped. For remediation wells located within areas of asphaltic paving, the former well box locations shall be backfilled with controlled density fill (CDF) to four inches below finished grade or to an elevation coincident with the bottom surface of the surrounding pavement. For remediation wells located within areas of asphaltic and/or concrete paving, the Contractor shall saw cut the asphalt and/or concrete to a neat, straight line prior to repaving. For remediation wells located within unpaved areas, the former well box locations shall be backfilled with Class II aggregate base. All remediation well locations shall be restored to match existing conditions.

Asphalt concrete for pavement replacement shall be a minimum of 4-inches thick and conform to the requirements for Type A, 1/2 inch maximum, medium grading. Asphalt binder shall be steam-refined paving asphalt Grade PG 64-16 conforming to the provisions of Section 92 of the Standard Specifications. Aggregate shall meet the full requirements of Section 39-2.02 of the Standard Specifications for Type A (1/2-inch maximum medium grading). The amount of asphalt binder to be mixed with aggregate shall be such that the air void content of the resulting asphalt concrete shall be not less than 3% nor more than 5%. Stabilometer value as determined by California Test Method No. 304 shall be 38 minimum.

The asphalt concrete shall be compacted in accordance with Section 39-5.02 of the Standard Specifications. The temperature of the asphalt concrete when placed and ready for compaction should not be less than 250-degrees Fahrenheit and all breakdown compaction should be completed before the temperature drops to 95-degrees Fahrenheit. The atmospheric temperature should be at least 50-degrees Fahrenheit to place asphalt concrete. Placement of asphalt concrete materials should not commence during fog, rain, or other unsuitable conditions as determined by the Engineer. Immediately after placement, protect pavement from mechanical injury for 3 days or until surface temperature is less than 140 degrees F (60 degrees C).

13-04.3. Measurement and Payment:

Payment – Site Preparation, Mobilization and Demobilization: Site preparation and equipment mobilization and demobilization will be paid for at a lump sum price, which price shall include full compensation for furnishing all labor, materials, tools, equipment, and other incidental items necessary for doing all the work involved.

Payment – Agency Fees, Including Permits and Inspections: All agency fees, including permit and inspection fees, will be paid for at a lump sum price. The Contractor's attention is directed to the fact that the monitoring and remediation wells are located on multiple parcels under various ownership. Signed access agreements will be provided to the Contractor by the City to facilitate the permitting of off-site well locations.

Measurement – Monitoring Well Abandonment: Quantity for monitoring well abandonment activities will be determined from the actual vertical feet of monitoring well abandonment.

Payment – Monitoring Well Abandonment: Monitoring well abandonment will be paid for at the contract unit price per vertical foot performed, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as described in 13-04.1 and as shown on the Plans or as directed by the Engineer.

Measurement – Remediation Well Abandonment: Quantity for remediation well abandonment activities will be determined from the actual vertical feet of remediation well abandonment.

Payment – Remediation Well Abandonment: Remediation well abandonment will be paid for at the contract unit price per vertical foot performed, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as described in 13-04.2 and as shown on the Plans or as directed by the Engineer.

Measurement – Cement Grout Well Backfill: Quantity for cement grout backfill will be determined from the actual vertical feet of monitoring and remediation well abandonment.

Payment – Cement Grout Well Backfill: Cement grout backfilling of the associated boreholes will be paid for at the contract unit price per vertical foot performed, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as shown on the Plans or as directed by the Engineer.

Measurement – Restore Former Monitoring Well Locations to Match Existing Conditions: Quantity for site restoration at former monitoring well locations will be determined based on the actual number of monitoring wells abandoned.

Payment – Restore Former Monitoring Well Locations to Match Existing Conditions: Site restoration at former monitoring well locations will be paid for at the contract unit price per each monitoring well location restored, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as shown on the Plans or as directed by the Engineer.

Measurement – Sawcut Existing Asphalt Paving and/or Concrete at Existing Remediation Well Boxes: Saw cutting for well box removal will be measured by the linear foot performed as measured along the surface.

Payment – Sawcut Existing Asphalt Paving and/or Concrete at Existing Remediation Well Boxes: Saw cutting for removal of well box will be paid for at the contract unit price per linear foot performed, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as shown on the Plans or as directed by the Engineer.

Measurement – Remove, Haul, and Dispose of Remediation Well Box, Remove Concrete Collar, and Cut & Cap Conduit: Quantity for the removal and disposal of well box will be measured by each well box removed and disposed.

Payment – Remove, Haul, and Dispose of Remediation Well Box, Remove Concrete Collar, and Cut & Cap Conduit: Well box removal and disposal will be paid for at the contract unit price per each well box removed and disposed of, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as shown on the Plans or as directed by the Engineer.

Measurement – Backfill Remediation Well Boxes With CDF to 4" Minus: Quantity for the backfilling of each well box location with CDF will be measured by the cubic yard.

Payment – Backfill Remediation Well Boxes With CDF to 4" Minus: Backfilling will be paid for at the contract unit price per cubic yard, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as shown on the Plans or as directed by the Engineer.

Measurement – Replace Asphalt Concrete at Remediation Well Box Locations: Quantity for the repaving of each well box location with asphalt concrete will be measured by the square foot.

Payment – Replace Asphalt Concrete at Remediation Well Box Locations: Repaving will be paid for at the contract unit price per square foot, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary, and doing all the work involved in the repaving.

Measurement – Backfill Remediation Well Boxes with Class II Aggregate Base to Final Grade: Quantity for the backfilling of each well box location with Class II Aggregate Base will be measured by the cubic yard.

Payment – Backfill Remediation Well Boxes with Class II Aggregate Base to Final Grade: Backfilling will be paid for at the contract unit price per cubic yard, which price shall include full compensation for furnishing all labor, materials, equipment, tools, and incidentals necessary to complete this item as shown on the Plans or as directed by the Engineer.

13-05. Disposal of Soil Cuttings, Decontamination Water, and Construction Debris. The Contractor is responsible for disposing of all construction debris generated including, but not limited to, concrete, asphalt, well boxes, and PVC well casings. Drilling cuttings which are generated during the well abandonments will be contained in steel soil bins. Soil bins will be provided by the City and arrangements for the location(s) of soil bins will be confirmed at a pre-construction meeting but will be located within the City of Ukiah Corporation Yard property. Any equipment necessary to transport drilling cuttings and fill soil bins, will be the responsibility of the Contractor. Any decontamination water and/or groundwater produced during the well abandonment activities will be stored in DOT 17H 55-gallon steel drums to be provided by the Contractor. Contractor is responsible for furnishing all drums necessary to contain decontamination water and/or groundwater generated during well abandonment. The cost for furnishing drums shall be included as part of monitoring and remediation well abandonment. All soil and decontamination water will be disposed of by the City to an approved disposal facility.

13-06. Environmental Control. All necessary precautions to control the discharge of soil sediments to storm drains or other drainage features shall be implemented.

13-07. Cleanup. Following completion of work, Contractor shall remove from jobsite all excess materials, tools, and equipment, and shall legally dispose of all debris resulting from the work.

13-08. Payment. Where estimated quantities of specific items of the work are listed in the bid proposal, the City will measure the actual quantity of such items and will pay an amount equal to the measured quantity multiplied by the unit price bid. Items bid as a lump sum will not be measured. Payment for items bid on a lump sum basis will be in proportion to the completion of that item and its incorporation into the work, not to exceed the total lump sum bid for that item.

SECTION 14. EXCLUSIONS FROM GENERAL CONDITIONS

14-01. Provisions to be Excluded from General Conditions. The following designated provisions of the General Conditions are hereby determined to be inapplicable to the proposed work and, therefore, are hereby excluded from the terms of the Notice to Bidders, Proposal, Agreement and other contract documents as though entirely omitted from said General Conditions:

- (1) Section 6-02. Office at the Site
- (2) Section 7-03. Surveys

No other exclusions.

SECTION 15. AMENDMENTS TO GENERAL CONDITIONS

15-01. Sections of General Conditions to be Amended.

The following designated sections of the Special Provisions are hereby amended to read as follows:

No amendments.

BID SUBMITTAL CHECKLIST

The following is a checklist to assist you in your submission of your bid documents. Please make sure you include the following when submitting your bid documents to reduce the risk of having your bid rejected:

Did you include?...

- **Proposal** (Page 33)
 - Unit prices filled out clearly.
 - Extended prices filled out clearly and calculated correctly
 - Total bid amount filled out clearly and calculated correctly
 - Sign the proposal, and provide complete information
 - CLSB No. and expiration date
 - Department of Industrial Relations Public Works Contractor Registration Number
- **Fair Employment Practices Certification** (Page 37)
 - Filled out completely per instruction
- **Worker's Compensation Certificate** (Page 38)
 - Filled out completely per instruction
- **Certification of Non-Discrimination in Employment** (Page 39)
 - Filled out completely per instruction
- **List of Proposed Subcontractors** (Page 40)
 - Filled out completely per instruction
- **Statement of Experience** (Page 41)
- **Signature of Bidder** (Page 42)
 - Filled out completely per instruction
 - Authorized signature provided
- **Bidder's Bond** (Page 43)
 - Filled out completely per instruction
- **Non-Collusion Affidavit** (Page 44)
 - Filled out completely per instruction
 - Notarized
- **Addenda Issued**
 - Check the City website for any addenda issued: www.cityofukiah.com/purchasing Please note that actual acknowledgment of addenda is not required to submit with your bid. Refer to Section 1-11 and 3-07 of the General Conditions.

**CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA**

PROPOSAL

**FOR
Environmental Well Abandonment**

Specification No. 24-08

The undersigned, as bidder,
declares that he or she has examined thoroughly all of the contract documents herein contained, that this proposal is made without collusion with any other person, firm or corporation and that all laws and ordinances relating to the interest of public officers in this contract have been complied with in every respect.

AND he or she proposes and agrees, if this proposal is accepted,

- 1) that he or she will contract with the City of Ukiah, Mendocino County, California, in the form of the copy of the agreement herein contained
 - a) to provide all necessary machinery, tools, apparatus and other means of construction;
 - b) to furnish all materials;
 - c) to provide all superintendence, overhead expenses and all labor and expenses of whatever nature necessary to complete the job in conformity with the specifications and drawings and other contract provisions herein or reasonably implied hereby or as necessary to complete the work in the manner and within the time named herein and according to the requirements and to the reasonable satisfaction of the City Engineer;
 - d) to pay all charges of freight transportation and hauling;
- 2) that he or she indemnifies the City against any loss or damage arising from any act of the undersigned as Contractor; and
- 3) that he or she will accept as full payment therefor the following sums:

BIDDING SCHEDULE

In the case of any discrepancy between the unit price and the total set forth for the item, the unit price shall prevail; provided, however, that if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any reason, or is omitted, or in the case of lump sum items, is not the same amount as the entry in the "Total" column, then the amount set forth in the "Total" column for the item shall prevail in accordance with the following:

1. As to lump sum items, the amount set forth in the "Total" column shall be the unit price;
2. As to unit basis items, the amount set forth in the "Total" column shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price.

The Total Base Bid shall be the sum of the items in the "Total" column. In case of discrepancy between the sum of the items in the "Total" column and the amount entered as Total Base Bid, the sum of the "Total" column items shall prevail. The bid comparison will be based on the sum of the items in the "total" column for each bidder.

The Unit prices for the various Construction Items below include all costs associated with the General Conditions, Special Provisions, Requirements of the Construction Contract, and represent the total, complete, in-place cost for each specific Construction Item in accordance with the Construction Documents, including all elements, work components, accessories, and connections, shown in applicable details or required to yield a complete, sound and functional component or system appropriate for its intended function, whether or not such is specifically described or listed in any description of measurement or payment. The total amount of the Construction items below shall represent the total and complete cost of the fully functional Project. All work not specifically listed below be required to complete the work of the various construction items and the cost of such shall be considered as included throughout the various unit prices indicated.

Lowest bid will be based on the lowest Base Bid.

NAME OF BIDDER: _____

SPEC #:

24-08

PROJECT NAME:

Environmental Well Abandonment

Line #	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE	EXTENDED PRICE
1	Site Preparation, Mobilization and Demobilization	Lump Sum	1	\$ _____	\$ _____
2	Agency Fees, Including Permits and Inspection	Lump Sum	1	\$ _____	\$ _____
3	Monitoring Well Abandonment	Vertical Feet	620	\$ _____	\$ _____
4	Remediation Well Abandonment	Vertical Feet	612	\$ _____	\$ _____
5	Cement Grout Well Backfill	Vertical Feet	1,232	\$ _____	\$ _____
6	Restore Former Monitoring Well Locations to Match Existing Conditions	Each	23	\$ _____	\$ _____
7	Sawcut Existing Asphalt Paving and/or Concrete at Existing Remediation Well Boxes	Linear Feet	350	\$ _____	\$ _____
8	Remove, Haul, and Dispose of Remediation Well Box, Remove Concrete Collar, and Cut & Cap Conduit	Each	28	\$ _____	\$ _____
9	Backfill Remediation Well Boxes with CDF to 4" Minus	Cubic Yards	7	\$ _____	\$ _____
10	Replace Asphalt Concrete at Remediation Well Box Locations	Square Feet	360	\$ _____	\$ _____
11	Backfill Remediation Well Boxes with Class II Aggregate Base to Final Grade	Cubic Yards	2.5	\$ _____	\$ _____
TOTAL BID ==>>					\$ _____

We, the undersigned, acknowledge that the City Council has reserved the right to reject any or all bids and to determine which proposal is, in its opinion, the lowest responsive bid from a responsible bidder and that which it deems in the best interest of the City to accept. We, the undersigned, further agree, if this proposal shall be accepted, to sign the agreement and to furnish the required bonds with satisfactory surety, or sureties, within fifteen (15) calendar days after written notice that the contract is ready for signature; and, if the undersigned shall fail to contract, as aforesaid, it shall be understood that he or she has abandoned the contract and that, therefore, this proposal shall be null and void and the proposal guaranty accompanying this proposal, or the amount of said guaranty, shall be forfeited to and become the property of the City. Otherwise, the proposal guaranty accompanying this proposal shall be returned to the undersigned.

Witness our hands this day of _____, 2025.

Licensed in accordance with an act providing for the registration of California Contractors License No. _____, expiration date _____.

THE CONTRACTOR'S LICENSE NUMBER AND EXPIRATION DATE STATED HEREIN ARE MADE UNDER PENALTY OF PERJURY.

Department of Industrial Relations Public Works Contractor Registration Number: _____

Signature of bidder or bidders, with business name, address, phone number and fax number:

Notice: In the case of a corporation, give below the addresses of the principal office thereof and names and addresses of the President, Secretary, Treasurer.

FAIR EMPLOYMENT PRACTICES CERTIFICATION

TO: _____

The undersigned, in submitting a bid for performing the following work by Contract, hereby certifies that he or she has or will meet the standards of affirmative compliance with the Fair Employment Practices requirements of the Special Provisions contained herein.

Environmental Well Abandonment

(Signature of Bidder)

Business Mailing Address:

Business Location:

(The bidder shall execute the certification of this page prior to submitting his or her proposal.)

WORKER'S COMPENSATION CERTIFICATE

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Worker's Compensation or undertake self-insurance in accordance with the provisions of that code and I will comply with such provisions before commencing the performance of the work of this contract.

Witness my hand this _____ day of _____, 20____

Signature of Bidder, with Business Address:

CERTIFICATION OF NONDISCRIMINATION IN EMPLOYMENT

The bidder represents that he or she has/has not, participated in a previous contract or subcontract subject to either the equal opportunity clause herein or the clause contained in Section 301 of Executive Order 10925; that he or she has/has not, filed all required compliance reports; and that representations indicating submission of required compliance prior to subcontract awards.

Signature and address of Bidder:

_____ Date _____

(This certification shall be executed by the bidder in accordance with Section 60-1.6 of the Regulations of the President's Committee on Equal Employment Opportunity for implementing Executive Orders 10925 and 11114.)

LIST OF PROPOSED SUBCONTRACTORS

In compliance with the provisions of Sections 4100-4108 of the California Public Contract Code and any amendments thereof, each bidder shall set forth (a) the name and location of the place of business of each subcontractor who will perform work or labor or render service in or about the construction site or a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications in an amount in excess of one-half of 1 percent of the total bid and (b) the California Contractor License Number for each subcontractor, and (c) the portion of the work to be done by each subcontractor. (See General Conditions Section 1-09.) Include with the name of each subcontractor their Department of Industrial Relations Public Works Contractor Registration Number.

SUBCONTRACTOR NAME	SUBCONTRACTOR LICENSE NUMBER	SUBCONTRACTOR DIR REGISTRATION NUMBER	SUBCONTRACTOR BUSINESS ADDRESS	DESCRIPTION OF WORK

The bidder is required to state below what work of similar magnitude or character he or she has done and to give references that will enable the City Council to judge of his or her experience, skill and business standing and his or her ability to conduct work as completely and rapidly as required under the terms of the contract.

[illegible]

SIGNATURE(S) OF BIDDER

Accompanying this proposal is _____
(insert the words "cash (\$)", "cashier's check" or "bidder's bond", as the case may be) in an amount equal to at least 10 percent of the bid.

The names of all persons interested in the foregoing proposal as principals are as follows:

IMPORTANT NOTICE: If bidder or other interested person is a corporation, provide the legal name of corporation and also the names of the president, secretary, treasurer and manager thereof. If a co-partnership, provide the true name of firm and also the names of all individual co-partners composing the firm. If bidder or other interested person is an individual, provide the first and last names in full.

Licensed in accordance with an act providing for the registration of Contractors:

License No. _____, License Expiration Date _____.

Signature(s) of Bidder: _____

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation; if bidder is a co-partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts in behalf of the co-partnership; and if bidder is an individual, his or her signature shall be placed above. If a member of a partnership, a Power of Attorney must be on file with the Department prior to opening bids or submitted with the bid; otherwise, the bid will be disregarded as irregular and unauthorized.

Business address: _____

Place of residence: _____

Dated: _____

CITY OF UKIAH
Mendocino County, California

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS,

That we, _____

_____, as PRINCIPAL and

_____, as SURETY,

are held and firmly bound unto the City of Ukiah in the penal sum of 10 PERCENT OF THE TOTAL AMOUNT OF THE BID of the Principal above named, submitted by said Principal to the City of Ukiah, as the case may be, for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, to the City Clerk to which said bid was submitted, we bind ourselves, our heirs, executors, administrators and successors jointly and severally, firmly by these presents. In no case shall the liability of the surety hereunder exceed the sum of \$ _____

THE CONDITION OF THIS OBLIGATION IS SUCH,

That whereas the Principal has submitted the above mentioned bid to the City of Ukiah, as aforesaid, for certain construction specifically described as follows, for which bids are to be opened at the Office of the City Clerk, Ukiah Civic Center, Ukiah, California, on October 1, 2017 for Environmental Well Abandonment

NOW, THEREFORE, If the aforesaid Principal is awarded the contract and, within the time and manner required under the specifications, after the prescribed forms are presented to him or her for signatures, enters into a written contract, in the prescribed form, in accordance with the bid and files two bonds with the City of Ukiah, one to guarantee faithful performance and the other to guarantee payment for labor and materials, as required by law, then this obligation shall be null and void; otherwise, it shall be and remain in full force and virtue.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this _____ day of _____, A.D. 20____.

_____(Seal)

_____(Seal)

_____(Seal)

Principal

_____(Seal)

_____(Seal)

_____(Seal)

Surety

Address: _____

NON-COLLUSION AFFIDAVIT

Note: Bidder shall execute the affidavit on this page prior to submitting his or her bid.

To City Council, City of Ukiah:

The undersigned in submitting a bid for performing Environmental Well Abandonment by contract, being duly sworn, deposes and says:

that he or she has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.

Signature(s) of Bidder

Business Address: _____

Place of Residence: _____

NOTARIZATION

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public in and for the County of _____, State of California.

My Commission Expires _____, 20 ____.

CITY OF UKIAH
Mendocino County, California

AGREEMENT

FOR

Environmental Well Abandonment

Specification No. 24-08

THIS AGREEMENT, made this _____ day of _____, 20____, by and between the City of Ukiah, Mendocino County, California, hereinafter called the City and _____ hereinafter called the Contractor,

WITNESSETH:

WHEREAS, the City has caused to be prepared in accordance with law, specifications, drawings and other contract documents for the work herein described and shown and has approved and adopted these contract documents, specifications and drawings and has caused to be published in the manner and for the time required by law a notice to bidders inviting sealed proposals for doing the work in accordance with the terms of this contract and

WHEREAS, the Contractor, in response to the notice to bidders, has submitted to the City a sealed proposal accompanied by a proposal guaranty in an amount of not less than 10 percent of the bid price for the construction of the proposed work in accordance with the terms of this contract and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted and as a result has determined and declared the Contractor to be the lowest and best regular responsible bidder for the work and for the sums named in the proposal,

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

Article 1. Work to be Done and Contract Days Allowed.

That the Contractor shall provide all necessary machinery, tools, apparatus and other means of construction; shall furnish all materials, superintendence, overhead, expenses, all labor and expenses of whatever nature necessary for completion of the work in conformity with the Special Provisions and other contract documents hereto attached and according to such instructions as may be given by the Engineer. The Contractor shall complete the work within sixty (60) calendar days. Contract days shall be counted starting with the 10th day following receipt of notice that the contract has been executed by the City. Contractor, at his or her option, may begin work prior to start of counting contract days, however, in no event shall the Contractor start work without giving notification to the Engineer at least 72 hours prior to the start of work, without obtaining an encroachment permit from the City, or without having submitted certificates of insurance that have been accepted and approved by the Engineer

Article II. Contract Prices.

That the City shall pay the Contractor the prices stated in the proposal submitted by the Contractor, for complete performance of the contract by the Contractor. The Contractor hereby agrees to accept the prices as full compensation for all material and appliances necessary to the work, for all labor and use of tools and other implements necessary to execute the work contemplated in this contract; for all loss or damage arising out of the nature of the work or from the action of the elements, or from any unforeseen obstructions or difficulties which may be encountered in the prosecution of the work; for all risks of every description connected therewith; for all expenses of the work, as herein specified; for all liability and other insurance, for all overhead and other expenses incident to the work; all according to the Contract Drawings, the Special Provisions, the Details, the instructions and the requirements of the City.

Article III. Labor Discrimination.

Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of the race, color, national origin or ancestry, or religion of such persons and every contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

In connection with the performance of work under this contract, the Contractor agrees as follows:

- (a) The Contractor will not willfully discriminate against any employee or an applicant for employment because of race, color, religion, ancestry, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, ancestry, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the awarding authority setting forth the provisions of this Fair Employment Practice section.
- (b) The Contractor will send to each labor union or representative of workers with which he or she has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the awarding authority, advising the said labor union or worker's representative of the Contractor's commitments under this section, to employees and applicants for employment.
- (c) The Contractor will permit access to his or her records of employment, employment advertisements, application forms and other pertinent data and records by the Fair Employment Practices Commission, City of Ukiah or any other appropriate agency of the State of California designated by the awarding authority, for the purposes of investigation to ascertain compliance with the Fair Employment Practices section of this contract.
- (d) A finding of willful violation of the Fair Employment Practices section of this Contract or of the Fair Employment Practices Act shall be regarded by the awarding authority as a basis for determining the Contractor to be not a "responsible bidder" as to future contracts for which such Contractor may submit bids, for revoking the Contractor's pre-qualification rating, if any and for refusing to establish, reestablish or renew a pre-qualification rating for the Contractor.

The City of Ukiah shall deem a finding of willful receipt of written notice from the Fair Employment Practices Act to have occurred upon that it has investigated and determined that the Contractor has

violated the Fair Employment Practices Act and has issued an order under Labor Code Section 1426 or obtained an injunction under Labor Code Section 1429.

Upon receipt of such written notice from the Fair Employment Practices Commission, the City shall notify the Contractor that unless he or she demonstrates to the satisfaction of the awarding authority within a stated period that the violation has been corrected, his or her pre-qualification rating will be revoked at the expiration of such period.

- (e) The Contractor agrees that should the City determine that the Contractor has not complied with the Fair Employment Practices section of this Contract, then pursuant to Labor Code Section 1735 and 1775 the Contractor shall, as a penalty to the City, forfeit for each calendar day or portion thereof, for each person who was denied employment as a result of such non-compliance, the penalties provided in the Labor Code for violation of prevailing wage rates. Such monies may be recovered from the Contractor. The City may deduct any such damages from any monies due the Contractor.
- (f) Nothing contained in this Fair Employment Practices section shall be construed in any manner of fashion so as to prevent the City or the State of California from pursuing any other remedies that may be available at law.
- (g) Prior to awarding the Contract, the Contractor shall certify to the awarding authority that he or she has or will meet the following standards for affirmative compliance, which shall be evaluated in each case by the awarding authority:
 - (1) The Contractor shall provide evidence, as required by the City that he or she has notified all supervisors, foremen and other personnel officers in writing of the content of the anti-discrimination clause and their responsibilities under it.
 - (2) The Contractor shall provide evidence, as required by the City, that he or she has notified all sources of employees' referrals (including unions, employment agencies, advertisements, Department of Employment) of the content of the anti-discrimination clause.
 - (3) The Contractor shall file a basic compliance report, as required by the City. Willfully false statements made in such reports shall be punishable as provided by law. The compliance report shall also spell out the sources of the work force and who has the responsibility for determining whom to hire, or whether or not to hire.
 - (4) Personally, or through his or her representatives, the Contractor shall, through negotiations with the unions with whom he or she has agreements, attempt to develop an agreement which will:
 - a. Spell out responsibilities for nondiscrimination in hiring, referral, upgrading and training.
 - b. Otherwise implement an affirmative anti-discrimination program in terms of the unions' specific areas of skill and geography to the end that qualified minority workers will be available and given and equal opportunity for employment.
 - (5) The Contractor shall notify the City of opposition to the anti-discrimination clause by individuals, firms or organizations during the period of its pre-qualification.
- (h) The Contractor will include the provisions of the foregoing paragraphs 1 through 5 in every first tier subcontract so that such provisions will be binding upon each such subcontractor.
- (i) The "Fair Employment Practices Certification" must be completed and signed prior to the time of submitting the bid.

Article IV. Parts of the Contract.

That the complete contract consists of the following documents, all of which shall be considered a part of this agreement.

1. Notice to Bidders
2. Wage Rates
3. General Conditions
4. Technical Specifications
5. Proposal
6. Fair Employment Practices Certification
7. Agreement
8. Contract Bonds
9. Contract Drawings and Construction Details
10. Standard Drawings
11. Indemnification Agreement

IN WITNESS WHEREOF, this contract being executed in duplicate and the parties having caused their names to be signed by authority of their duly authorized office this ____ day of _____, 20 ____.

CITY OF UKIAH, MENDOCINO COUNTY, CALIFORNIA

By: _____
CITY MANAGER, CITY OF UKIAH

Attest: _____
CITY CLERK, CITY OF UKIAH

By: _____
CONTRACTOR

Attest: _____

Title: _____

The foregoing contract is approved as to form and legality this ____ day of _____, 20 ____.

CITY ATTORNEY, CITY OF UKIAH

INDEMNIFICATION AGREEMENT

This Indemnification Agreement is made and entered in Ukiah, California, on _____, 20____,
by and between the City of Ukiah (Ukiah) and _____ (Contractor).

Contractor is

_____ for Ukiah.

As a condition of issuing the work order, attached hereto, Ukiah requires assurance that Contractor will protect Ukiah from damage or damage claims which arise from its performance of the work.

Accordingly, Contractor agrees as follows:

1. **Indemnification.** Contractor shall indemnify and hold harmless Ukiah and its officers, agents, and employees from and against any claim, loss, or damage, including the legal and other costs of defending against any claim of damage or loss which arises out of the Contractor's negligent or wrongful performance under the work order attached hereto, except for claims, losses, or damages resulting from the sole and exclusive negligence or other wrongful conduct of Ukiah or its officers, agents and employees.

CONTRACTOR

BY: _____

TITLE: _____

CITY OF UKIAH
Mendocino County, California

PERFORMANCE BOND

BOND No. _____

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, the City of Ukiah, organized and operating under the laws of the State of California, (hereinafter referred to as the "City") has awarded to _____, (hereinafter referred to as the "Contractor") an agreement for Contract No. _____ (hereinafter referred to as the "Project").

WHEREAS, the work to be performed by the Contractor is more particularly set forth in the Contract for the Project dated _____, (hereinafter referred to, together with all attachments and exhibits thereto, as "Contract Documents"), the terms and conditions of which are expressly incorporated herein by reference; and

WHEREAS, the Contractor is required by the Contract Documents to perform the terms thereof and to furnish a bond for the faithful performance of said Contract Documents.

NOW, THEREFORE, we, _____, the undersigned Contractor and _____, as Surety, a corporation organized and duly authorized to transact business under the laws of the State of California, are held firmly bound until the City in the sum of _____ (\$ _____), for which amount well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that, if the Contractor, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the Contract Documents and any alteration thereof made as therein provided, on its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their intent and meaning; and shall faithfully fulfill all obligations; and shall indemnify and save harmless the City, its officials, officers, employees, and authorized volunteers, as stipulated in said Contract Documents, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As part of the obligation secured hereby and in addition to the face amount specified therefore, there shall be included costs and reasonable expenses and fees including reasonable attorneys' fees, incurred by the City in enforcing such obligation.

As a condition precedent to the satisfactory completion of the Contract Documents, unless otherwise provided for in the Contract Documents, the above obligation shall hold good for a period of one (1) year after the acceptance of the work by the City, during which time if Contractor shall fail to make full, complete, and satisfactory repair and replacements and totally protect the City from loss or damage resulting from or caused by defective materials or faulty workmanship. The obligations of Surety hereunder shall continue so long as any obligation of Contractor remains. Nothing herein shall limit the City's rights or the Contractor or Surety's obligations under the Contract Documents, law or equity, including, but not limited to, California Code of Civil Procedure Section 337.15.

Whenever Contractor shall be, and is declared by the City to be, in default under the Contract Documents, the Surety shall remedy the default pursuant to the Contract Documents, or shall promptly, at the City's option:

- i. Take over and complete the Project in accordance with all terms and conditions in the Contract Documents; or
- ii. Obtain a bid or bids for completing the Project in accordance with all terms and conditions in the Contract Documents and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a contract between such bidder, the Surety and the City, and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract

price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by the City under the Contract and any modification thereto, less any amount previously paid by the City to the Contractor and any other set offs pursuant to the Contract Documents.

iii. Permit the City to complete the Project in any manner consistent with California law and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by the City under the Contract and any modification thereto, less any amount previously paid by the City to the Contractor and any other set offs by the City pursuant to the Contract Documents.

Surety expressly agrees that the City may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Contractor.

Surety shall not utilize Contractor in completing the Project nor shall Surety accept a bid from Contractor for completion of the Project if the City, when declaring the Contractor in default, notifies Surety of the City's objection to Contractor's further participation in the completion of the Project.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project to be performed thereunder shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, we have hereunto set our hands and seals this ____ day of _____, 2022.

(Corporate Seal)

Contractor/Principal

By _____

Title _____

(Corporate Seal)

Surety

By _____
Attorney-in-Fact

(Attach Attorney-in Fact Certificate)

Title _____

The rate of premium on this bond is _____ per thousand. The total amount of premium charges is \$_____.

(The above must be filled in by corporate attorney.)

THIS IS A REQUIRED FORM.

Any claims under this bond may be addressed to:

(Name and Address of Surety)

(Name and Address of Agent or

Representative for service of process in

California, if different from above)

(Telephone number of Surety and Agent
or Representative for service of process in California)

CITY OF UKIAH
Mendocino County, California

PAYMENT BOND

BOND No. _____

KNOW ALL PERSONS BY THESE PRESENTS:

WHEREAS, the City of Ukiah ("City") has awarded to _____ ("Contractor/Principal") a contract (City Agreement No. _____, dated _____, _____, referred to as the "Agreement") for the work described as _____. The Agreement is incorporated by this reference into this Payment Bond ("Bond"); and

WHEREAS, Contractor/Principal is required to furnish a bond in connection with the Agreement and pursuant to California Civil Code section 9550;

NOW, THEREFORE, we _____, the undersigned Contractor/Principal, and _____ ("Surety"), a corporation organized and existing under the laws of the State of _____, and duly authorized to transact business under the laws of the State of California, as Surety, are held firmly bound until the City, and to any and all persons, companies, or corporations entitled by law to file stop payment notices under California Civil Code Section 9100, or any person, company, or corporation entitled to make a claim on this bond, in the sum of \$_____, for which payment will and truly be made, we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if Contractor/Principal, its heirs, executors, administrators, successors, or assigns, or subcontractor, shall fail to pay any person or persons named in Civil Code section 9100; or fail to pay for any materials, provisions, or other supplies, used in, upon, for, or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or for amounts due under the Unemployment Insurance Code, with respect to work or labor thereon of any kind; or shall fail to deduct, withhold, and pay over to the Employment Development Department, any amounts required to be deducted, withheld, and paid over by Unemployment Insurance Code Section 13020 with respect to work and labor thereon of any kind, then Surety will pay for the same, in an amount not exceeding the amount herein above set forth, and in the event suit is brought upon this bond, also will pay such reasonable attorneys' fees as shall be fixed by the court, awarded and taxed as provided in California Civil Code Section 9550, et seq.

It is further stipulated and agreed that the Surety of this bond shall not be exonerated or released from the obligation of the bond by any change, extension of time for performance, addition, alteration or modification in, to, or of any contract, plans, or specifications, or agreement pertaining or relating to any scheme or work of improvement herein above described; or pertaining or relating to the furnishing of labor, materials, or equipment therefor; nor by any change or modification of any terms of payment or extension of time for payment pertaining or relating to any scheme or work of improvement herein above described; nor by any rescissions or attempted rescission of the contract, agreement or bond; nor by any conditions precedent or subsequent in the bond attempting to limit the right of recovery of claimants otherwise entitled to recover under any such contract or agreement or under the bond; nor by any fraud practiced by any person other than the claimant seeking to recover on the bond; and that this bond be construed most strongly against the Surety and in favor of all persons for whose benefit such bond is give; and under no circumstances shall the Surety be released from liability to those for whose benefit such bond has been given, by reason of any breach of contract between the Owner and Contractor/Principal or on the part of any oblige named in such bond; that the sole condition of recovery shall be that the claimant is a person described in California Civil Code section 9100, and who has not been paid the full amount of his or her claim; and that the Surety does hereby waive notice of any such change, extension of time, addition, alteration or modification herein mentioned, including but not limited to the provisions of section 2819 and 2845 of the California Civil Code.

Any notice to Surety may be given in the manner specified in the Agreement and delivered or transmitted to Surety as follows:

Attn: _____

Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Email: _____

IN WITNESS WHEREOF, two identical counterparts of this Bond, each of which shall for all purposes be deemed an original thereof, have been duly executed by Contractor/Principal and Surety above named, on the ____ day of _____, 202__.

Contractor/Principal (SEAL)

By _____
Contractor's Representative

Contractor/Principal's Address

City, State, Zip

Surety (SEAL)

By _____
Surety's Representative

Surety's Address

City, State, Zip

Telephone Number

NOTE: Signatures of those executing for Surety must be properly acknowledged, The bond must be accompanied by a properly acknowledged Power of Attorney from the Surety authorizing its agent to bind it to this bond. A copy of such Power of Attorney must be in file with the City.

DIRECTIONS FOR PREPARATION OF PERFORMANCE AND MATERIAL AND LABOR BOND

1. Individual sureties, partnerships, or corporations not in the surety business will not be acceptable.
2. The name of the Principal shall be shown exactly as it appears in the Contract.
3. The penal sum shall not be less than required by the Specifications.
4. If the Principals are partners or joint venturers, each member shall execute the bond as an individual and state his place of residence.
5. If the Principal is a corporation, the bond shall be executed under its corporate seal. If the corporation has no corporate seal, it shall so state and affix a scroll or adhesive seal following the corporate name.
6. The official character and authority of the person(s) executing the bond for the Principal, if a corporation, shall be certified by the Secretary or Assistant Secretary thereof under the corporate seal, or copies attached to such records of the corporation as will evidence the official character and authority of the officer signing, duly certified by the Secretary or Assistant Secretary, under the corporate seal, to be true copies.
7. The current power-of-attorney of the person signing for the surety company must be attached to the bond.
8. The date of the bond must not be prior to the date of the Contract.
9. The following information must be placed on the bond by the surety company:
 - a. The rate of premium in dollars per thousand; and
 - b. The total dollar amount of premium charged.
10. The signature of a witness shall appear in the appropriate place attending to the signature of each party of the bond.
11. Type or print the name underneath each signature appearing on the bond.
12. An executed copy of the bond must be attached to each copy of the Contract (original counterpart) intended for signing.

CITY OF UKIAH
Mendocino County, California

DEFECTIVE MATERIAL AND WORKMANSHIP (MAINTENANCE) BOND

KNOW ALL MEN BY THESE PRESENTS,

That we, _____
_____, as **PRINCIPAL**
and _____
_____, as **SURETY**,
are held and firmly bound unto the **City of Ukiah** as Obligee, in the penal sum of

_____ (\$ _____),
(5 PERCENT OF THE FINAL CONTRACT AMOUNT)

to which payment well and truly to be made, we do bind ourselves, our and each of our heirs, executors, administrators successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal entered into a Contract with the City of Ukiah
dated _____
for _____

WHEREAS, said Contract has been completed, and was approved on the _____ day of _____,
_____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall guarantee that the work will be free of any defective materials or workmanship which become apparent during the period of one (1) year following completion of the Contract, then this obligation shall be void, otherwise to remain in full force and effect, provided however, any additional warranty or guarantee whether expressed or implied is extended by the Principal or Manufacturer only, and the surety assumes no liability for such a guarantee.

Signed, sealed, and dated this _____ day of _____, 20____.

_____(Seal)

BY: _____(Seal)

_____(Seal)

Principal

_____(Seal)

BY: _____(Seal)

_____(Seal)
Surety



AGENDA SUMMARY REPORT

SUBJECT: Approval of Financial Contribution in the Amount of \$84,000 to the Inland Water and Power Commission for Consulting and Legal Services Related to the Potter Valley Project, and Approve Corresponding Budget Amendment.

DEPARTMENT: Water Resources

PREPARED BY: Seth Strader, Administrative Analyst

PRESENTER: Consent Calendar

ATTACHMENTS:

1. IWPC Invoice PVP 4.2025 City of Ukiah
2. Correspondence Received - UkiahWhistleblower

Summary: Council will consider approving a financial contribution in the amount of \$84,000 to the Inland Water and Power Commission for consulting and legal services related to the Potter Valley Project, and approving the corresponding budget amendment.

Background: The Potter Valley Project (PVP) resulted in the diversion of Eel River water into the Russian River throughout the year. These diversions supplement Russian River flows stored in Lake Mendocino, which supplies surface water to water users in Mendocino, Sonoma, and Marin counties. Pacific Gas and Electric Company (PG&E) will not seek to re-license the Potter Valley Project and is moving towards decommissioning it. If the project is decommissioned, it could disrupt or eliminate the Eel River diversions that supply water to all Russian River water users in the Russian River drainage.

Discussion: The Inland Power and Water Commission (IWPC), the Round Valley Indian Tribes (RVIT), and the Sonoma County Water Agency (Sonoma Water) have submitted a proposal to advance a regional solution for preserving flows in the Russian River and improving Eel River fisheries. In the absence of this proposal, PG&E's decommissioning plan for the Potter Valley Hydroelectric Project (PVP) would include removing facilities that allow for water diversions to the Russian River. These water diversions have been vital to the Russian River basin for more than 100 years. The proposal is also important to assure that removal or modification of facilities allow for upstream and downstream fish migration at Cape Horn Dam, consistent with goals for a sustainable and harvestable Eel River fishery. The New Eel-Russian Facility (facility) proposal submitted to PG&E would provide for the creation of a regional entity that has the legal and financial capacity to own, construct and operate a new water diversion facility near PG&E's Cape Horn Dam on the Eel River. The design of this new facility is currently nearing 60%. This facility would allow for ongoing water diversion through the PVP's tunnel between the Eel River and Russian River, while allowing for upstream and downstream fish migration to support larger efforts aimed at achieving naturally reproducing, self-sustaining, and harvestable native anadromous fish populations.

Staff recommends Council approve the financial contribution in the amount of \$84,000 to the Inland Water and Power Commission for consulting and legal services related to the Potter Valley Project, and approve the corresponding budget amendment. The IWPC invoice is included as Attachment #1.

Recommended Action: Approve a financial contribution in the amount of \$84,000 to the Inland Water and Power Commission for consulting and legal services related to the Potter Valley Project, and approve the corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: YES

CURRENT BUDGET AMOUNT: \$0

PROPOSED BUDGET AMOUNT: 82027110.52100: \$84,000

FINANCING SOURCE: Water Revenues

REVENUE: Yes / No **GRANT:** Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sean White, Director of Water Resources

STRATEGIC PLAN (SP):

CLIMATE INITIATIVES (CI): 7a – Expand sustainable water practices.

GENERAL PLAN ELEMENTS (GP): GP-A4 - Public Facilities, Services, and Infrastructure Element

Approved:


Sage Sangiacomo, City Manager

PO Box 1247
Ukiah, CA 95482
707 391-7574
chorsley@mendoiwpc.com

DATE:	April 24, 2025
INVOICE #	2025.1a
FOR:	Potter Valley Project
BILL TO:	City of Ukiah Sean White 300 Seminary Avenue Ukiah, CA 95482

DESCRIPTION		AMOUNT
Billing Invoice: to cover ongoing consulting and legal expenses for the PVP, ERPA & Coyote Dam study		\$84,000.00
Due date--May, 2025		
SUBTOTAL		\$ 84,000.00
TAX RATE		0.00%
SALES TAX		-
OTHER		-
TOTAL		\$ 84,000.00
Make all checks payable to IWPC		
THANK YOU FOR YOUR PAYMENT!		

Make all checks payable to **IWPC**

THANK YOU FOR YOUR PAYMENT!

Kristine Lawler

From: UkiahWhistleblower <UkiahWhistleblower@protonmail.com>
Sent: Friday, May 2, 2025 6:45 PM
To: Doug Crane; Susan Sher; Mari Rodin; Heather Criss; Juan Orozco; CityClerk
Subject: Demand for Transparency: Budget Breakdown, Police Spending & Housing Crisis

Follow Up Flag: Follow up
Flag Status: Flagged

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Ukiah City Council,

As a resident and small business owner, I am deeply concerned about the decisions made in the May 7, 2025 council meeting.

You approved:

- \$13.7 million in March payments with **no public breakdown** of where that money went
- An \$84,000 invoice for the Potter Valley Project with **no explanation of services rendered**
- Ongoing funding for police departments and asset seizure programs, without any itemized budgets or transparency
- Ordinance updates allowing **landlords to pass utility and capital costs onto mobilehome residents**, some of whom live on **fixed incomes**
- Rent increases during in-place transfers—guaranteeing higher costs for the next tenant

This is unacceptable. The community deserves:

1. A full breakdown of the \$13.7M in expenditures
2. A line-by-line explanation of the \$84K invoice
3. A transparent accounting of police funds, including SLESF, asset forfeiture, and public safety expenditures
4. A plan for how the City intends to prevent homelessness and displacement caused by these rent pass-throughs and increases
5. An immediate statement on why Mayor Douglas Crane—whose private financial interest as a landlord is well known—is allowed to vote on housing policy without recusal

What are you doing to support the working poor? The elders? The families scraping by? The renters who can't afford another \$50 utility pass-through?

We deserve answers, and we deserve leadership that prioritizes people, not profit.

We deserve answers, and we deserve leadership that prioritizes people, not profit. I hope you'll have these numbers ready and publicly accessible **before** the May 7 meeting—**without requiring an official records request or escalation up the chain of command**. Transparency should not be a special request. It should be the baseline.

In defense of my community,

An Anonymous Source from Ukiah



AGENDA SUMMARY REPORT

SUBJECT: Consider Adoption of Resolution Approving the Grant of Funds from the State Coastal Conservancy for the Construction of Phase 4 of the Great Redwood Trail, and Approve Corresponding Budget Amendments.

DEPARTMENT: Public Works

PREPARED BY: Seth Strader, Administrative Analyst

PRESENTER: Tim Eriksen, Director of Public Works/City Engineer

ATTACHMENTS:

1. G24-099_Final_GA
2. Resolution for Grant Funds DV Edit

Summary: Council will consider adopting a resolution approving the Grant of Funds from the State Coastal Conservancy for the construction of Phase 4 of the Great Redwood Trail and approve the corresponding budget amendments.

Background: During the February 13, 2025, Board Meeting of the Coastal Conservancy, the City of Ukiah was awarded a grant in the amount of \$350,000 for the construction of Phase 4 of the Great Redwood Trail. Please see Attachment 1 for a copy of this grant agreement.

Discussion: Phase 4 of the Great Redwood Trail extends the trail's current terminus at Commerce Drive approximately 1.9 miles south to Plant Road. The extension of the trail will serve as a valuable community resource, offering a range of long-term benefits. It will help lower emissions by reducing automobile trips, provide a secure pathway for non-motorized transportation users, and enhance access for disadvantaged individuals and those without vehicles. Key destinations such as the local hospital, schools, parks, public library, and workplaces will become more reachable. Additionally, the project will promote community well-being by encouraging physical activity and creating a shared space for events. Please see Attachment 2 for a copy of the resolution accepting the grant funds.

A budget amendment of \$350,000.00 is requested to be approved by Council.

Staff recommends Council adopt the resolution approving the Grant of Funds from the State Coastal Conservancy for the construction of the Great Redwood Trail and approve the corresponding budget amendments.

Recommended Action: Adopt resolution approving the Grant of Funds from the State Coastal Conservancy for the construction of Phase 4 of the Great Redwood Trail, and approve the corresponding budget amendments.

BUDGET AMENDMENT REQUIRED: YES

CURRENT BUDGET AMOUNT: 51124210.80230.18480: \$0.00; 51124210.43209.18480: \$0

PROPOSED BUDGET AMOUNT: 51124210.80230.18480: \$350,000; 51124210.43209.18480: (\$350,000)

FINANCING SOURCE: Coastal Conservancy Grant

REVENUE: Yes **GRANT:** Yes

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Andrew Stricklin, Senior Engineer and Tim Eriksen, Director of Public Works/City Engineer

STRATEGIC PLAN (SP):

CLIMATE INITIATIVES (CI): **2b** – Encourage active transportation as a viable alternative to automobiles. **2d** – Continue to expand the Great Redwood Trail – Ukiah. **4a** – Implement nature-based climate solutions. **7a** – Expand sustainable water practices. **10a** – Protect from dangerous emission by preventing fires.

GENERAL PLAN ELEMENTS (GP): GP-A3 - Mobility Element

Approved: 
Sage Sangiacomo, City Manager

STATE OF CALIFORNIA
State Coastal Conservancy
GRANT AGREEMENT
Grant - Rev 11/20

AGREEMENT NUMBER G24-099	AM. NO.
TAXPAYERS FEDERAL EMPLOYER IDENTIFICATION NO. 94-6000446	

THIS AGREEMENT is entered into this 2nd day of April, 2025 in the State of California, by and between:

AGENCY State Coastal Conservancy	and
GRANTEE'S NAME City of Ukiah	

Pursuant to Chapter 9 of Division 21 of the California Public Resources Code, the State Coastal Conservancy ("the Conservancy") hereby grants to the City of Ukiah ("the grantee") a sum not to exceed \$350,000 (three hundred fifty thousand dollars) ("funds"), subject to this agreement.

Continued on the following pages.

The provisions on the following pages constitute a part of this agreement.
This agreement has been executed by the parties as shown below.

STATE OF CALIFORNIA		GRANTEE		
AGENCY State Coastal Conservancy	GRANTEE (If other than an individual, state whether a corporation, partnership, etc.) City of Ukiah			
BY (Authorized Signature)  Amy Hutzel	BY (Authorized Signature)  Sage Sangiacomo			
PRINTED NAME AND TITLE OF PERSON SIGNING Amy Hutzel, Executive Officer	PRINTED NAME AND TITLE OF PERSON SIGNING Sage Sangiacomo, City Manager			
ADDRESS & PHONE NUMBER 1515 Clay Street, 10 th Floor Oakland, CA 94612 Phone: (510) 286-1015	ADDRESS & PHONE NUMBER 411 West Clay Street Ukiah, CA 95482 Phone: (707) 467-5764			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$350,000.00	PROGRAM/CATEGORY Local Assistance	FUND TITLE/PROP NO. General Fund- Great Redwood Trail		
PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$-0-	FUND ITEM 3760-601-0001	CHAPTER 189/23	STATUTE 2023	FISCAL YEAR 23/24
TOTAL AMOUNT ENCUMBERED TO DATE \$350,000.00	PROJECT NAME Great Redwood Trail- Ukiah, Phase 4 Project			
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.				
NAME AND SIGNATURE OF <u>ACCOUNTING</u> OFFICER Roselin Devi 		DATE 4/2/2025		

I certify that this agreement is exempt from Department of General Services' approval.



Erika Gomez
Procurement and
Contracts Manager

☐

I. SCOPE OF AGREEMENT

The grantee shall use the funds to complete the following project (“the project”) at the City of Ukiah, 1.9 miles between Plant Road and Commerce Drive, in Mendocino County, as shown on Exhibit 1, which is incorporated by reference and attached.

The project consists of implementing Phase 4 of the Ukiah Great Redwood Trail Project, which is construction of an approximately 1.9-mile segment of the Great Redwood Trail between Plant Road and Commerce Drive (“the project”) within the City in Mendocino County (Exhibit 1). The project will be part of the Great Redwood Trail (“GRT”) and will complete this trail within the Ukiah city limits. The trail will consist of a Class I (pedestrian and bicycle), paved, multi-use trail as well as trail-related amenities.

The grantee shall carry out the project in accordance with this agreement. The grantee shall provide any funds beyond those granted under this agreement that are needed to complete the project.

II. CONDITIONS PRECEDENT TO CONSTRUCTION AND DISBURSEMENT

The grantee shall not begin construction of the project, and the Conservancy will not be obligated to disburse any funds unless and until the following conditions precedent have been met:

1. The City Council of the grantee has adopted a resolution designating positions whose incumbents are authorized to negotiate and execute this agreement and amendments to it on behalf of the grantee.
2. The Executive Officer of the Conservancy (“the Executive Officer”) has approved in writing:
 - a. A work program for the project, as provided in section V. WORK PROGRAM.
 - b. A plan for installation of signs and acknowledgment of Conservancy support, as provided in section VI. SIGNS AND ACKNOWLEDGMENT.
 - c. All contractors that the grantee intends to retain in connection with the project. The grantee must provide written evidence to the Conservancy that each contractor has complied with the bonding requirements described in section VII. BONDING.
3. The grantee has provided to the Conservancy:
 - a. A statement identifying and confirming that it has obtained all permits and approvals necessary to the completion of the project under applicable local, state, and federal laws and regulations.

- b. Evidence the grantee has provided for required insurance coverage, as described in section XVI. INSURANCE.
 - c. A complete project budget that identifies the estimated costs to complete the project and all sources of funding for the project.
4. The grantee, the Conservancy, and the Great Redwood Trail Agency, have entered into, and the grantee has recorded, an agreement to protect the public interest in the improvements or facilities constructed under this agreement, as required by Public Resources Code section 31116(d).

III. TERM OF AGREEMENT

This agreement will take effect when signed by both parties and received in the offices of the Conservancy together with the resolution described in section II. CONDITIONS PRECEDENT TO CONSTRUCTION AND DISBURSEMENT. This agreement may be signed electronically using a process specified by the Conservancy.

This agreement terminates on June 30, 2027 (“the termination date”) unless terminated early as provided in this agreement. However, the grantee shall complete all work by March 31, 2027 (“the completion date”).

The grantee shall deliver a final Request for Disbursement to the Conservancy no later than April 30, 2027.

IV. AUTHORIZATION

The signature of the Executive Officer of the Conservancy on this agreement certifies that at its February 13, 2025 meeting, the Conservancy adopted the resolution included in the staff recommendation attached as Exhibit 2. This agreement is executed under that authorization.

Standard Provisions

V. WORK PROGRAM

Before beginning construction, the grantee shall submit a detailed work program to the Executive Officer for review and written approval of its consistency with the purposes of this grant agreement. The work program must include:

- 1. Construction plans and specifications that have been certified by a licensed architect or registered engineer, or approved by the grantee’s Public Works Director.
- 2. A schedule of completion for the project specifically listing the date for completing each project component and showing how the project will be completed by the completion date.

3. A budget that identifies how the grantee will use the funds provided under this agreement. This work program budget must describe the labor, materials, and contractor costs to be paid for under this agreement.

If all or any part of the project to be funded under this agreement will be performed by third parties (“contractors”) under contract with the grantee, the grantee shall submit to the Executive Officer for review and approval the names and qualifications of the contractors.

The work program will have the same effect as if included in the text of this agreement. However, the work program may be modified without amendment of this agreement upon the grantee’s submission of a modified work program and the Executive Officer’s written approval of it. If this agreement and the work program are inconsistent, the agreement will control.

The grantee shall construct the project in accordance with the approved work program.

VI. SIGNS AND ACKNOWLEDGMENT

Prior to beginning the project, the grantee shall submit, for review and written approval by the Executive Officer, a plan for the installation of signs and acknowledgment of Conservancy support. Except as the Executive Officer agrees otherwise, the plan must commit the grantee to mention the Conservancy’s support in its project-related press releases, contacts with the media, and social media postings, and on its website.

The plan must commit the grantee to install and maintain a sign or signs visible from the nearest public roadway identifying the project, acknowledging Conservancy assistance and displaying the Conservancy’s logo, and directing the public to the project. The Conservancy shall provide to the grantee specifications for the signs. The grantee sign plan shall describe the number, design, placement and wording of the signs, or the specifications of a proposed, alternative method. The grantee shall implement the approved signs and acknowledgment plan. The Conservancy will withhold final disbursement until the signs are installed as approved by the Conservancy.

VII. BONDING

If the grantee intends to use any contractors on any portion of the project to be funded under this agreement, the grantee shall not begin construction until each contractor has furnished a performance bond in favor of the grantee in the following amounts: for faithful performance, one hundred percent (100%) of the contract value; and for labor and materials, one hundred percent (100%) of the contract value. This requirement does not apply to any contract for less than \$250,000.

Any bond furnished under this section must be executed by an admitted corporate surety insurer licensed in the State of California.

VIII. COSTS AND DISBURSEMENTS

When the Conservancy determines that all conditions in section II. CONDITIONS PRECEDENT TO CONSTRUCTION AND DISBURSEMENT have been fully met, the Conservancy shall disburse to the grantee a total amount not to exceed the amount of this grant, in accordance with the work program and this section.

The withholding for this agreement is five percent. The Conservancy shall disburse funds for costs incurred to date, less five percent, upon the grantee's satisfactory progress under the approved work program, and upon the grantee's submission of a "Request for Disbursement" form, which shall be submitted no more frequently than monthly but no less frequently than quarterly. The Conservancy shall disburse the five percent withheld upon the grantee's satisfactory completion of construction and compliance with section X. PROJECT COMPLETION, and upon the Conservancy's acceptance of the project.

Hourly rates billed to the Conservancy must be equal to the actual compensation paid by grantee to employees, which may include employee benefits. The grantee shall require its employees to keep records of their time spent on the project for purposes of documenting the employee time billed to the Conservancy. The Conservancy will reimburse the grantee for expenses necessary to the project when documented by appropriate receipts. The Conservancy will reimburse travel and related expenses in accordance with the rates set forth in "SCC Travel Reimbursement Rates for Grants and Contracts," as posted on the Conservancy's website at scc.ca.gov. The Conservancy will reimburse the grantee for other necessary expenses if those expenses are reasonable in nature and amount taking into account the nature of the project, its location, and other relevant factors.

The grantee shall request disbursements by filing with the Conservancy a fully executed "Request for Disbursement" form (available from the Conservancy). The grantee shall include in the form its name and address, the number of this agreement, the date of the submission, the amount of the invoice, the period during which the work was actually done, and an itemized description, including time, materials, and expenses incurred of all work done for which disbursement is requested. The form must also indicate cumulative expenditures to date, expenditures during the reporting period, and the unexpended balance of funds under the grant agreement.

An authorized representative of the grantee must sign the forms. Each form must be accompanied by:

1. All receipts and any other source documents for direct expenditures and costs that the grantee has incurred.
2. Invoices from contractors that the grantee engaged to complete any portion of the work funded under this agreement and any receipts and any other source documents for costs

incurred and expenditures by any such contractor, unless the Executive Officer makes a specific exemption in writing.

3. A progress report summarizing the current status of the project and the work for which the grantee is requesting disbursement.

The grantee's failure to fully execute and submit a Request for Disbursement form, including attachment of supporting documents, will relieve the Conservancy of its obligation to disburse funds to the grantee until the grantee corrects all deficiencies.

IX. EXPENDITURE OF FUNDS AND ALLOCATION OF FUNDING AMONG BUDGET ITEMS

No increase in the total amount of this grant will be valid unless set forth in a written amendment to this agreement. The grantee shall expend funds consistent with the work program budget. Expenditure on items contained in the work program budget, other than overhead and indirect costs, may vary by as much as ten percent without prior approval by the Executive Officer. Any deviation greater than ten percent, and any deviation that shifts funds from work program budget items into an overhead or indirect costs category, must be identified in a revised work program budget approved in advance and in writing by the Executive Officer. The Conservancy may withhold payment for items that exceed the amount allocated in the work program budget by more than ten percent and that have not received the approval required above. Any increase in the funding for any particular work program budget item will mean a decrease in the funding for one or more other work program budget items unless there is a written amendment to this agreement.

X. PROJECT COMPLETION

Upon completion of the project, the grantee shall supply the Conservancy with evidence of completion by submitting a final report by the final Request for Disbursement date set forth in section III. TERM OF AGREEMENT that includes:

1. A report certifying completion of the project according to the approved work program, including photographs documenting project completion.
2. Documentation that signs are installed as required by section VI. SIGNS AND ACKNOWLEDGMENT.
3. A fully executed final "Request for Disbursement." A "final Request for Disbursement" means a Request for Disbursement that includes the withheld amounts and all remaining amounts for which grantee is entitled to seek payment, if any, pursuant to this agreement.
4. A final inspection report by a licensed architect or registered engineer or the grantee's Public Works Director, and a copy of "as built" drawings of the completed project.

The Conservancy shall determine whether the grantee has satisfactorily completed the project. If so, the Conservancy shall issue to the grantee a letter of acceptance of the project and release the withhold amount pursuant to section VIII. COSTS AND DISBURSEMENTS. The project will be deemed complete as of the date of the letter.

XI. EARLY TERMINATION, SUSPENSION AND FAILURE TO PERFORM

Before the project has commenced, either party may terminate this agreement for any reason by providing the other party with seven days' notice in writing.

Before the project is complete, the Conservancy may terminate this agreement for any reason by providing the grantee with thirty days' notice in writing. Before the project is complete, the Conservancy may suspend this agreement for any reason by providing the grantee with seven days' notice in writing. In either case, the grantee shall immediately stop work under the agreement and take all reasonable measures to prevent further costs to the Conservancy. The Conservancy will be responsible for any reasonable and non-cancelable obligations incurred by the grantee in the performance of this agreement prior to the date of the notice to terminate or suspend, but only up to the undisbursed balance of funding authorized in this agreement. Any notice suspending work under this agreement will remain in effect until further written notice from the Conservancy authorizes work to resume.

If the grantee fails to complete the project as required, or fails to fulfill any other obligations of this agreement prior to the termination date, the grantee will be liable for immediate repayment to the Conservancy of all amounts disbursed by the Conservancy under this agreement. The Conservancy may, at its sole discretion, consider extenuating circumstances and not require repayment for work partially completed. This paragraph does not limit any other remedies the Conservancy may have for breach of this agreement.

Before the project is complete, the grantee may terminate this agreement for any reason by providing the Conservancy with seven days' notice in writing and repaying to the Conservancy all amounts disbursed by the Conservancy under this agreement

The parties expressly agree to waive, release and relinquish the recovery of any consequential damages that may arise out of the termination or suspension of this agreement under this section.

The grantee shall include in any agreement with any contractor retained for work under this agreement a provision that entitles the grantee to suspend or terminate the agreement with the contractor for any reason on written notice and on the same terms and conditions specified in this section.

XII. OPERATION AND MAINTENANCE

The grantee shall use, manage, maintain and operate the project throughout the term of this agreement consistent with the purposes for which the Conservancy's grant was made. The grantee assumes all operation and maintenance costs of these facilities and structures; the

Conservancy is not responsible for any cost of maintenance, management, or operation. The grantee may be excused from its obligations for operation and maintenance during the term of this agreement only upon the written approval of the Executive Officer.

For purposes of this agreement, “operation costs” include direct costs incurred for material and labor needed for operations, utilities, insurance, and similar expenses. “Maintenance costs” include ordinary repairs and replacements of a recurring nature necessary to prolong the life of capital assets and basic structures, and the expenditure of funds necessary to replace or reconstruct capital assets or basic structures.

XIII. MITIGATION

Without the written permission of the Executive Officer, the grantee shall not use or allow the use for mitigation (in other words, to compensate for adverse changes to the environment elsewhere) of any portion of real property on which the Conservancy has funded construction. In providing permission, the Executive Officer may require that all funds generated in connection with any authorized or allowable mitigation on the real property be remitted promptly to the Conservancy. As used in this section, mitigation includes, but is not limited to, any use of the property in connection with the sale, trade, transfer or other transaction involving carbon sequestration credit or carbon mitigation.

XIV. INSPECTION

Throughout the term of this agreement, the Conservancy has the right to inspect the project area to ascertain compliance with this agreement.

XV. INDEMNIFICATION AND HOLD HARMLESS

The grantee shall be responsible for, indemnify and hold harmless the Conservancy, its officers, agents, and employees from any and all liabilities, claims, demands, damages, or costs, including, without limitation, litigation costs and attorneys’ fees, resulting from or arising out of the willful or negligent acts or omissions of the grantee, its officers, agents, contractors, subcontractors, and employees, or in any way connected with or incident to this agreement, except for the active negligence of the Conservancy, its officers, agents, or employees. The duty of the grantee to indemnify and hold harmless includes the duty to defend as provided in Civil Code section 2778. This agreement supersedes any right the grantee may have as a public entity to indemnity and contribution as provided in Gov. Code Sections 895 et seq.

The grantee waives any and all rights to any type of express or implied indemnity or right of contribution from the State, its officers, agents, or employees, for any liability resulting from, growing out of, or in any way connected with or incident to this agreement.

Nothing in this agreement is intended to create in the public or in any member of it rights as a third-party beneficiary under this agreement.

The obligations in this section XV. INDEMNIFICATION AND HOLD HARMLESS will survive termination of this agreement.

XVI. INSURANCE

The grantee shall procure and maintain insurance, as specified in this section, against claims for injuries to persons and damage to property that may arise from or in connection with any activities of the grantee or its agents, representatives, employees, volunteers, or contractors associated with the project undertaken pursuant to this agreement.

As an alternative, with the written approval of the Executive Officer, the grantee may satisfy the coverage requirement in whole or in part through: (a) its contractors' procurement and maintenance of insurance for work under this agreement, if the coverage otherwise fully satisfies the requirements of this section; or (b) the grantee's participation in a "risk management" plan, self-insurance program or insurance pooling arrangement, or any combination of these, if consistent with the coverage required by this section.

The grantee shall maintain property insurance, if required below, throughout the term of this agreement. Any required errors and omissions liability insurance shall be maintained from the effective date through two calendar years after the completion date. The grantee shall maintain all other required insurance from the effective date through the completion date.

1. Minimum Scope of Insurance. Coverage shall be at least as broad as:
 - a. Insurance Services Office ("ISO") Commercial General Liability coverage, occurrence basis (Form CG 00 01) or comparable.
 - b. Automobile Liability coverage: ISO Form Number CA 0001, Code 1 (any auto).
 - c. Workers' Compensation insurance as required by the Labor Code of the State of California.
2. Minimum Limits of Insurance. The grantee shall maintain coverage limits no less than:
 - a. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage.
(Including operations, products and completed operations, as applicable)
 - b. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
 - c. Worker's Compensation Worker's compensation as required by law.

3. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the Executive Officer.
4. Waiver of Subrogation. The grantee hereby grants to the State of California, its officers, agents, employees, and volunteers, a waiver of any right to subrogation which any insurer of the grantee may acquire against the State of California, its officers, agents, employees, and volunteers, by virtue of the payment of any loss under such insurance. Grantee agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the grantee has received a waiver of subrogation endorsement from the insurer.
5. Acceptability of Insurers. Insurance shall be placed with insurers admitted to transact business in the State of California and having a current Best's rating of "B+:VII" or better or, in the alternative, acceptable to the Conservancy and approved in writing by the Executive Officer.
6. Verification of Coverage. The grantee shall furnish the Conservancy with original certificates and amendatory endorsements, or copies of the applicable policy language, effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Executive Officer before work commences. The Conservancy may require, at any time, complete, certified copies of all required insurance policies, including endorsements affecting the coverage.
7. Contractors. The grantee shall require each contractor to provide and maintain coverage consistent with the requirements of this section. To the extent generally available, grantee shall also require each professional contractor to provide and maintain Errors and Omissions Liability insurance appropriate to the contractor's profession and in a reasonable amount in light of the nature of the project with a minimum limit of liability of \$1,000,000.
8. Premiums and Assessments. The Conservancy is not responsible for premiums and assessments on any insurance policy.

XVII. AUDITS/ACCOUNTING/RECORDS

The grantee shall maintain financial accounts, documents, and records (collectively, "required records") relating to this agreement, in accordance with the guidelines of "Generally Accepted Accounting Principles" ("GAAP") published by the American Institute of Certified Public Accountants. The required records include, without limitation, evidence sufficient to reflect properly the amount, receipt, deposit, and disbursement of all funds related to the construction and implementation of the project, and the use, management, operation and maintenance of the real property, time and effort reports, and supporting documents that permit tracing from the request for disbursement forms to the accounting records and to the supporting documentation.

The Conservancy or its agents may review, obtain, and copy all required records. The grantee shall provide the Conservancy, California State Auditor, their officers, employees, and agents with any relevant information requested and with access to the grantee's premises upon reasonable notice, during normal business hours, to interview employees and inspect and copy books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this agreement and any applicable laws and regulations.

The grantee shall retain the required records for a minimum of three years following the later of final disbursement by the Conservancy, and the final year to which the particular records pertain. The records shall be subject to examination and audit by the Conservancy and the California State Auditor during the retention periods.

If the grantee retains any contractors to accomplish any of the work of this agreement, the grantee shall first enter into an agreement with each contractor requiring the contractor to meet the terms of this section and to make the terms applicable to all subcontractors.

The Conservancy may disallow all or part of the cost of any activity or action that it determines to be not in compliance with the requirements of this agreement.

XVIII. COMPUTER SOFTWARE

The grantee certifies that it has instituted and will employ systems and controls appropriate to ensure that, in the performance of this agreement, state funds will not be used for the acquisition, operation or maintenance of computer software in violation of copyright laws.

XIX. NONDISCRIMINATION

During the performance of this agreement, the grantee and its contractors shall not deny the agreement's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The grantee shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. The grantee and contractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the Conservancy to implement such article. The grantee shall permit access by representatives of the Department of Fair Employment and Housing and the Conservancy upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of

information and its facilities as said Department or the Conservancy shall require to ascertain compliance with this clause. The grantee and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.)

The grantee shall include the nondiscrimination and compliance provisions of this clause in all contracts to perform work under this agreement.

XX. AMERICANS WITH DISABILITIES ACT

By signing this agreement, grantee certifies that it is in compliance with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C., 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

XXI. PREVAILING WAGE

Work done under this grant agreement may be subject to the prevailing wage and other related requirements of the California Labor Code, Division 2, Part 7, Chapter 1, sections 1720-1861. If required by law to do so, the grantee shall pay prevailing wage to all persons employed in the performance of any part of the project and otherwise comply with all associated requirements and obligations.

The grantee is responsible for determining whether the project is subject to prevailing wage laws, and for complying with all labor laws applicable to the project. The grantee may also review the Conservancy publication, “Information on Prevailing Wage Laws for State Coastal Conservancy Grantees” (2023), available from the Conservancy on request; which provides general information and is not legal advice to the grantee on whether the grantee’s project is subject to prevailing wage laws.

XXII. DRUG-FREE WORKPLACE

The grantee’s signature on this agreement constitutes the certification required by Government Code Section 8355 (Drug-Free Workplace Act of 1990), which requires that all state grantees provide a drug-free workplace by doing all of the following:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person’s or organization’s workplace and specifying actions that will be taken against employees for violations of the prohibition.
2. Establishing a drug-free awareness program to inform employees about all of the following:
 - a. The dangers of drug abuse in the workplace.
 - b. The person’s or organization’s policy of maintaining a drug-free workplace.
 - c. Any available drug counseling, rehabilitation, and employee assistance programs.

- d. The penalties that may be imposed upon employees for drug abuse violations.
3. Requiring that each employee engaged in the performance of the grant be given a copy of the drug-free workplace statement and that, as a condition of employment on the grant, the employee agrees to abide by the terms of the statement.

XXIII. XXIV EXECUTIVE ORDER N-6-22 – RUSSIA SANCTIONS

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the Conservancy determine the grantee is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The Conservancy shall provide the grantee advance written notice of such termination, allowing the grantee at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the Conservancy.

XXIV. INDEPENDENT CAPACITY

The grantee, and the agents and employees of grantee, in the performance of this agreement, are acting in an independent capacity and not as officers or employees or agents of the State of California.

XXV. ASSIGNMENT

Without the written consent of the Executive Officer, the grantee may not assign this agreement in whole or in part.

XXVI. TIMELINESS

Time is of the essence in this agreement.

XXVII. EXECUTIVE OFFICER’S DESIGNEE

The Executive Officer shall designate a Conservancy project manager who will have authority to act on behalf of the Executive Officer with respect to this agreement. The Executive Officer shall notify the grantee of the designation in writing.

XXVIII. AMENDMENT

Except as expressly provided in this agreement, no changes in this agreement will be valid unless made in writing and signed by the parties to the agreement. No oral understanding or agreement not incorporated in this agreement will be binding on any of the parties.

EXHIBIT 1
Project Location Map

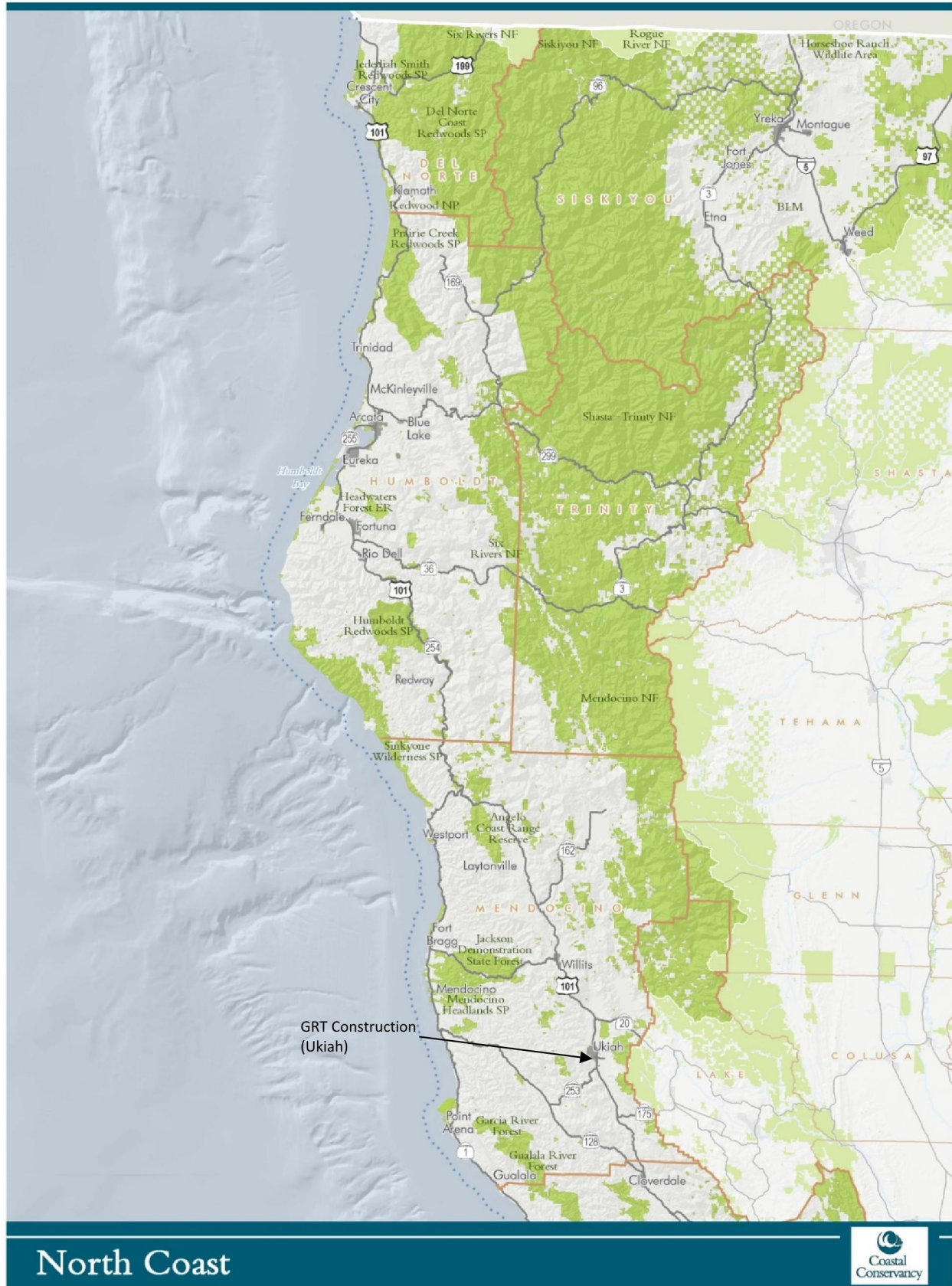


EXHIBIT 2

COASTAL CONSERVANCY

Staff Recommendation
February 13, 2025

GREAT REDWOOD TRAIL – UKIAH, PHASE 4 PROJECT

Project No. 24-064-01
Project Manager: Louisa Morris

RECOMMENDED ACTION: Authorization to disburse up to \$350,000 to the City of Ukiah to implement Phase 4 of the Ukiah Great Redwood Trail Project, consisting of construction of a 1.9-mile portion of the Great Redwood Trail between Plant Road and Commerce Drive in the City of Ukiah, Mendocino County and adoption of findings under the California Environmental Quality Act.

LOCATION: City of Ukiah, Mendocino County

EXHIBITS

Exhibit 1: [Project Location Map](#)

Exhibit 2: [Photographs](#)

Exhibit 3: Project Letters

Exhibit 4: [Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program](#)

RESOLUTION AND FINDINGS

Staff recommends that the State Coastal Conservancy adopt the following resolution and findings.

Resolution:

The State Coastal Conservancy hereby authorizes a grant of an amount not to exceed three hundred fifty thousand dollars (\$350,000) to the City of Ukiah (“the grantee”) to implement Phase 4 of the Ukiah Great Redwood Trail Project, consisting of construction of a 1.9-mile portion of the Great Redwood Trail between Plant Road and Commerce Drive in the City of Ukiah, Mendocino County (“the project”).

Prior to commencement of the project, the grantee shall submit for the review and written approval of the Executive Officer of the Conservancy (“the Executive Officer”) the following:

1. A detailed work program, schedule, and budget.

2. Names and qualifications of any contractors to be retained in carrying out the project.
3. A plan for acknowledgement of Conservancy funding.
4. Evidence that all permits and approvals required to implement the project have been obtained.
5. Evidence that the grantee has entered into agreements sufficient to enable the grantee to implement, operate, and maintain the project.

In addition, to the extent appropriate, the grantee shall incorporate the guidelines of the Conservancy's 'Coastal Access Project Standards'.

Findings:

Based on the accompanying staff recommendation and attached exhibits, the State Coastal Conservancy hereby finds that:

1. The proposed authorization is consistent with Chapter 9 of Division 21 of the Public Resources Code, regarding a system of public accessways.
2. The proposed project is consistent with the current Conservancy Project Selection Criteria.
3. The Conservancy has independently reviewed and considered the "Great Redwood Trail Ukiah Phase 4 Initial Study/Mitigated Negative Declaration" adopted by the grantee on October 16, 2024, pursuant to the California Environmental Quality Act ("CEQA") and attached to the accompanying staff recommendation as Exhibit 4. The Conservancy finds that the proposed project, as designed and mitigated avoids, reduces, or mitigates the potentially significant environmental effects to a less-than-significant level, and that there is no substantial evidence based on the record as a whole that the project may have a significant effect on the environment, as defined in 14 Cal. Code Regulations Section 15382.

STAFF RECOMMENDATION

PROJECT SUMMARY:

Staff recommends the Conservancy authorize a \$350,000 grant to the City of Ukiah ("the City") to implement Phase 4 of the Ukiah Great Redwood Trail Project, consisting of construction of a 1.9-mile portion of the Great Redwood Trail between Plant Road and Commerce Drive ("the project") within the City in Mendocino County (Exhibits 1 & 2, Project Location Map and Photographs).

The project will be part of the Great Redwood Trail ("GRT") and will complete the GRT within the City. The GRT, a trail of statewide importance, is proposed to be developed along the rail right of way of the Great Redwood Trail Agency ("GRTA"), formerly the North Coast Railroad Authority, stretching 307 miles from San Francisco Bay north to the Samoa Peninsula on the North Spit of Humboldt Bay. When completed, the GRT will be the longest rail-trail in the nation. Along the way the GRT will pass through redwood forests, grasslands, agricultural lands, and the currently largely inaccessible wild and scenic Eel River Canyon, before skirting the edge of Humboldt Bay. Portions of the City of Ukiah and Humboldt Bay sections of the GRT have

already been built and are managed in partnership with a variety of public agencies and municipalities.

The project will complete the GRT in the City, as well as address safety and mobility challenges faced by pedestrians, bicyclists, and equestrians, and provide a continuous recreational and transportation trail that will be an amenity for residents and visitors. It will also connect to existing and future trails and pathways throughout the City and beyond. The City's goal is to make the trail easily accessible to neighborhoods, places of business, schools, and community parks. The trail will facilitate an increase in non-motorized transportation options, leading to a reduction in greenhouse gas emissions and enhanced public health.

The trail will be a Class I (pedestrian and bicycle), paved, multi-use trail, consisting of a 10-foot-wide paved asphalt surface with two 2-foot-wide shoulders, wide enough to accommodate two-way bicycle, pedestrian, and equestrian travel. The trail will have a center stripe delineating the direction of travel as well as necessary regulatory, warning, and directional signs. The project includes construction of trail amenities including a trailhead, connections to existing businesses and parking, signage, rest areas, crossing improvements, waste and recycling receptacles, and lighting. The trail will be constructed 8-10 feet from and parallel to the existing railroad tracks within the rail right-of-way. Two new prefabricated bridges will be installed as part of this Phase 4 project. Construction of the trail will include tree and vegetation removal, grading/placement of fill, culvert repair/upgrades, concrete bridge abutments, and drainage/stormwater improvements.

The need for safe non-motorized transportation in the project area, approximately 80% of which is a 2016-2020 Census-designated disadvantaged community in the City and surrounding unincorporated areas, has been documented. Over the course of planning for the project, City staff and consultants engaged with hundreds of community members and held public meetings to share project information and receive and incorporate public comments and ideas into the project design.

Site Description: The project site is located entirely within the GRTA right-of-way adjacent to 1.9 miles of rail line that extends between Plant Road and Commerce Way. The railroad/GRTA corridor is adjacent to residential, commercial, industrial, and open space uses.

The project area contains sensitive natural resources regulated by federal, state, or local agencies, including wetlands, creeks, riparian corridors, and Valley Oak Woodlands. The project has been designed to minimize impacts to these sensitive natural resources.

Grant Applicant Qualifications: The City has demonstrated experience administering federal, state, and local funding to support a variety of projects, including design, construction, operations, and maintenance of streets, bridges, sidewalks, trails, water and sewer infrastructure, parks, and airport facilities. City staff already successfully operates and maintains about two miles of existing Great Redwood Trail, which was funded by three separate State and local grants. GRT operation and maintenance activities include regular inspections, trash removal, vegetation management, fencing repair, landscaping, repaving, and restriping by Public Works and Community Development staff.

CONSISTENCY WITH CONSERVANCY’S PROJECT SELECTION CRITERIA:

The proposed project is consistent with the Conservancy’s Project Selection Criteria, last updated on September 23, 2021, in the following respects:

Selection Criteria

1. Extent to which the project helps the Conservancy accomplish the objectives in the Strategic Plan.

See the “Consistency with Conservancy’s Strategic Plan” section below.

2. Project is a good investment of state resources.

The project provides important benefits to all Californians. In addition to being part of the GRT, the project will offer an extension of an existing non-motorized transportation route for pedestrians and bicyclists and a place where Ukiah residents and visitors can recreate and experience nature. Construction is anticipated to begin in early 2025. The budget for the project is reasonable and the project advances statewide goals of building the GRT and is consistent with regional and local plans.

3. Project includes a serious effort to engage tribes. Examples of tribal engagement include good faith, documented efforts to work with tribes traditionally and culturally affiliated to the project area.

As noted above, it is anticipated that the proposed trail will eventually become part of the GRT. As part of the GRT planning efforts, the Conservancy and its GRT Master Planning team have and will continue to engage with tribes that are culturally and traditionally affiliated with the entire GRT project area, with the purpose of developing long-term relationships and creating an ongoing, open, and thoughtful process for tribal representatives to participate in and contribute to the GRT. These GRT Master Plan outreach efforts include sending out two rounds of outreach letters to 37 Tribes and tribal community groups, an informational webinar for Tribes, six presentations to Tribal Governments/ the Northern California Tribal Chairperson’s Association, government-to-government consultations, and tabling and presentations at Tribal events. In 2024, the City sent consultation requests in connection with the proposed Phase 4 GRT project to two tribal governments that were identified by the Native American Heritage Commission, and no responses have been received to date.

4. Project benefits will be sustainable or resilient over the project lifespan.

The project will be sustainable and resilient over its lifespan. The trail will be composed of asphalt over Class II aggregate, a surface which is expected to last 20 years. The City will be responsible for coordination and financing for the long-term operations and maintenance of the project. Two bridges, three culvert extensions, and a trailhead at Plant Road are part of this GRT construction project. Landscaping will include native trees, shrubs, and grasses with low water and maintenance requirements. The trail will provide an option for the public to reach destinations without using a car and will reduce greenhouse gas emissions within the community.

5. Project delivers multiple benefits and significant positive impact.

The new trail will be a community asset and deliver numerous benefits over its lifespan, including reduced emissions from fewer automobile trips, a safe route for non-motorized transportation users, and increased accessibility for disadvantaged community members and those without vehicles to destinations including the local hospital, schools, parks, the public library, and places of employment. The project will lead to increased community health and offer a public space for community events, such as bicycle rides and bicycle safety trainings.

6. Project planned with meaningful community engagement and broad community support.

To solicit community input on the project, the City developed and distributed online and printed surveys (in English and Spanish). Survey questions sought to understand existing and potential trail use, proximity of potential users to the GRT, community needs, and suggestions for future GRT-related amenities and park facilities. In addition, the City hosted an online community input forum.

Social media outreach was conducted through partner nonprofit North Coast Opportunities' Walk & Bike Mendocino and City of Ukiah Facebook pages and shared widely to reach a diverse demographic. A GRT advisory group composed of stakeholders, community leaders and organizations met twice via zoom and on two group bike rides on the GRT-Ukiah.

More recently, public engagement was conducted as part of the GRT Master Plan planning effort. This public meeting took place in March 2024 at the Ukiah Valley Community Center. Over 50 members of the public attended. The community meeting featured an open house format where community members could learn about the proposed project and discuss their ideas and concerns with involved staff, elected officials, and consultants.

All public input was considered, and where appropriate, incorporated into GRT Phase 4 design and planning.

The Mendocino Council of Governments submitted letters to the Conservancy in support of the project, which are included as Exhibit 4.

PROJECT FINANCING

Coastal Conservancy	\$350,000
California Natural Resources Agency (planning)	\$554,680
California Natural Resources Agency (construction)	\$3,008,532
Project Total	\$3,913,212

The anticipated source of funding for the project is an appropriation of the General Fund to the Conservancy for community outreach, pre-trail development activities, and trail construction for the Great Redwood Trail (Budget Act of 2023, Chapter 12, Statutes of 2023 (SB 101) as amended by Chapter 38, Statutes of 2023 (AB 102)). Consistent with the funding source, the proposed project will carry out construction of the Great Redwood Trail.

The City has also secured a \$3,563,212 grant for final plans and construction of this Phase 4 project from the California Natural Resource Agency, \$554,680 of which was used for planning and design and \$3,008,532 of which will be used for construction.

Unless specifically identified as “Required Match,” the other sources of funding and in-kind contributions described above are estimates. The Conservancy does not typically require matching funds or in-kind services, nor does it require documentation of expenditures from other funders or of in-kind services. Typical grant conditions require grantees to provide any funds needed to complete a project.

CONSISTENCY WITH CONSERVANCY’S ENABLING LEGISLATION:

The proposed project will be undertaken pursuant to Chapter 9 of Division 21 of the Public Resources Code (Sections 31400 et seq.) related to public accessways. Section 31409 authorizes the Conservancy to award grants and provide assistance to public agencies to establish and expand inland trail systems that may be linked to the California Coastal Trail. The GRT will connect to and include segments of the California Coastal Trail. Consistent with Section 31409, this authorization would allow the City, a public municipality, to construct an inland trail that will eventually become part of the larger GRT, thereby linking it to the California Coastal Trail.

CONSISTENCY WITH CONSERVANCY’S [2023-2027 STRATEGIC PLAN](#):

Consistent with **Goal 1.1 Commit Funding to Benefit Systemically Excluded Communities**, the proposed project will improve recreational conditions within the disadvantaged community of Ukiah and the surrounding area, including improved transportation options.

Consistent with **Goal 2.4 Build Trails**, the proposed project will build a new 1.9-mile-long trail that will increase access for both recreation and active transportation purposes. The trail will connect to existing GRT, which is one of five flagship trails identified in the Conservancy’s 2023-2027 Strategic Plan.

Consistent with **Goal 2.5 Recreation Facilities & Amenities**, the proposed project includes facilities that will enhance recreational opportunities, including benches, linear parks, education and interpretive facilities, public art, and signage.

Consistent with **Goal 4.3 Multi-benefit Nature-Based Climate Adaptation**, implementation of the proposed project will increase community resilience, offering people-powered, non-motorized transportation options that are multi-benefit and integral to nature-based climate adaptation.

CEQA COMPLIANCE:

The August 29, 2024 Great Redwood Trail - Ukiah, Phase 4 Initial Study/Mitigated Negative Declaration (“IS/MND”) identified potentially significant impacts of the proposed project on Air Quality, Biological Resources, Hazards & Hazardous Materials, and Hydrology & Water Quality.

The Mitigation Monitoring and Reporting Program (“MMRP”) identifies mitigation measures that the project will implement to reduce these potentially significant impacts to less-than-significant levels. With respect to the Mandatory Findings of Significance, the IS/MND concluded that the potential for project-related activities to degrade the quality of the environment, including wildlife species or their habitat, plant or animal communities, or important examples of California history or prehistory would be reduced to less-than-significant levels through implementation of the recommended mitigation measures. Each of these potentially significant impacts and mitigation measures are discussed below.

Air Quality

The project would generate particulate matter (“PM10”) emissions during construction activities, including site preparation (e.g., demolition, clearing/grubbing), grading, excavation, bridge construction, and asphalt paving. Because construction activities could temporarily increase levels of PM10 in a region designated as non-attainment for PM10 (Mendocino County), the impact is considered potentially significant. Implementation of Mitigation Measures AQ-1 and AQ-2, which require the City and its contractor to implement airborne dust control and emission reduction measures during construction activities and specific Best Management Practices, would reduce this potentially significant impact to a less-than-significant level.

Biological Resources

It is anticipated that project construction could impact special status wildlife species through physical disturbance or displacement of habitat areas. In addition, wildlife and plant species could be permanently or temporarily displaced, injured, or killed, during habitat clearing and grubbing, earthmoving activities, and other construction activities. Mitigation measures to reduce potential impacts to less-than-significant levels are discussed below.

Wildlife

Mitigation Measure BIO-1 requires that all project work adhere to California Department of Fish and Wildlife Lake or Streambed Alteration Agreement Notification (LSAA) measures to protect fish and wildlife, including avoidance of nesting birds and nesting bird surveys prior to any vegetation maintenance or removal between March 16 and August 31. The LSAA also requires sufficient water be in place to maintain any aquatic life and daily monitoring for stranded aquatic life.

Habitat and Wetlands

To ensure protection of habitat and wetlands, Mitigation Measure BIO-2 requires the City’s Construction Contractor to develop a Stormwater Pollution and Prevention Plan (SWPPP) and comply with conditions of the City’s North Coast Regional Water Quality Control Board (“Water Board”) permit. In addition, BIO-3 requires all project work to adhere to the Avoidance and Minimization Measures as approved by the Water Board.

Valley Oak Woodlands

BIO-4 requires the construction contractor to prepare a Tree Protection and Replacement Plan, consistent with the City's General Plan and Tree Management Guidelines, for City Public Works Department review and approval.

Local Policies/Ordinances Protecting Biological Resources

The City of Ukiah Tree Management Guidelines (City of Ukiah, 2023) provides policy guidelines for the preservation, maintenance, and enhancement of the urban forest in parks and other areas maintained by the City. As discussed above, BIO-4 requires the construction contractor to prepare a Tree Protection and Replacement Plan, consistent with the City of Ukiah's General Plan and Tree Management Guidelines, for City Public Works Department review and approval.

Hazards & Hazardous Materials

The project is located along an industrial railroad corridor, which is known to include past use of heavy metals, creosote wood products, and other substances associated with historical railroad activity and construction. In addition, it is possible that certain offsite properties with contaminant concerns may have impacted groundwater and/or soil within the project area. Therefore, construction activities may encounter residual concentrations of hydrocarbons, creosote wood products, and/or other hazardous materials in soil and/or groundwater. Mitigation Measure HAZ-1, which requires the City or its contractor to prepare a Sampling Analysis Plan ("SAP") to define sample locations, boring depths, soil volume estimates, and number of borings, prepare a site-specific Soil and Groundwater Management Plan ("SGMP"), if necessary, to address the proper handling and disposal of impacted soil and groundwater, prepare a Soil Excavation, Stockpiling and Transportation Plan, if necessary, and implement other measures related to the proper management and disposal of contaminated materials (including water, if dewatering is to occur as part of construction), will reduce this potentially significant impact to a less-than-significant level.

Hydrology & Water Quality

Construction activities such as site clearing, grading, excavation, site contouring, and material stockpiling could leave soils exposed to rain or surface runoff that may carry soil contaminants (e.g., nutrients or other pollutants) into waterways adjacent to the project site, degrade water quality, and potentially violate water quality standards and/or waste discharge requirements for specific chemicals, and suspended sediment. Nutrients and polluted runoff could also substantially degrade water quality in the local storm drain system. Implementation of Mitigation Measures BIO-1, -2, and -3, as well as HAZ-1, which are summarized above, will reduce potential construction-related water quality impacts to a less-than-significant level.

Staff has independently evaluated the August 29, 2024 Great Redwood Trail- Ukiah, Phase 4 Project Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP) adopted by the City on October 16, 2024 and concurs that there is no substantial evidence that the proposed project will have a significant effect on the environment. Staff therefore recommends that the Conservancy find that the project as mitigated avoids, reduces, or mitigates the possible significant environmental effects to a level of less-than-significant and that there is no substantial evidence that the project will have a

significant effect on the environment as that term is defined by Title 14 of the California Code of Regulations, Section 15382.

Upon approval of the project, Conservancy staff will file a Notice of Determination.

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Executive Officer

State Coastal Conservancy

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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/1/2025 10:33:37 AM
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RESOLUTION NO. 2025-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH APPROVING THE GRANT OF FUNDS FROM THE STATE COASTAL CONSERVANCY FOR THE CONSTRUCTION OF THE GREAT REDWOOD TRAIL.**

WHEREAS, the Legislature of the State of California has established the State Coastal Conservancy ("Conservancy") under Division 21 of the California Public Resources Code, and has authorized the Conservancy to award grants to public agencies and nonprofit organizations to implement the provisions of Division 21; and

WHEREAS, the Conservancy awards grants for projects that it determines are consistent with Division 21 of the Public Resources Code and with the Conservancy's Strategic Plan and that best achieve the Conservancy's statutory objectives, in light of limited available funding; and

WHEREAS, at its February 13, 2025, meeting, the Conservancy authorized a grant to the City of Ukiah ("Grantee") for the Great Redwood Trail ("the Project"); and

WHEREAS, the Conservancy requires that governing body of the Grantee certify through a Resolution that it approves the award of Conservancy grant funding and authorizes the execution by a representative of the Grantee of a grant agreement on terms and conditions required by the Conservancy Grant Agreement.

NOW, THEREFORE BE IT RESOLVED, that the Grantee hereby:

1. Approves the grant funding totaling \$350,000 from the Conservancy for the Project.
2. Acknowledges that it has or will have sufficient funds to complete the Project and, if any property is acquired as part of the Project, to operate and maintain the property; and, if any facilities are constructed as a part of the Project, to operate and maintain the facilities for a reasonable period, not less than the useful life of the facilities.
3. Agrees to be bound by all terms and conditions of the grant agreement and any other agreement or instrument as may be required by the Conservancy and as may be necessary to fulfill the terms of the grant agreement and to complete the Project.
4. Directs the City's Finance Director to increase the Project appropriations by \$350,000 for the facilitation of the grant.
5. Authorizes the City Manager of the City of Ukiah or his/her designee to act as a representative of the Grantee, to negotiate and execute on behalf of the Grantee all agreements and instruments necessary to complete the Project and to comply with the Conservancy's grant requirements, including, without limitation, the grant agreement.

PASSED, ADOPTED and APPROVED this 7th day of May, 2025 by the following vote on roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Receive Annual Report Regarding the City of Ukiah's Electric Utility Wildfire Mitigation Plan in Response to Senate Bill 901.

DEPARTMENT: Electric Utility

PREPARED BY: Cindy Sauers, Electric Utility Director

PRESENTER: Cindy Sauers, Electric Utility Director

ATTACHMENTS:

1. City of Ukiah's 2025 Wildfire Mitigation Plan - DRAFT-combined
2. City of Ukiah's 2025 Wildfire Mitigation Plan - Redline

Summary: Council will receive the annual report regarding the Electric Utility's Wildfire Mitigation Plan.

Background: In response to catastrophic wildfires in California, Senate Bill 901 (SB 901) was passed in 2018 requiring California utilities to prepare a Wildfire Mitigation Plan (WMP), have the plan independently reviewed, and submit the plan to the State. Utilities are required to update and resubmit the plan annually.

On December 4, 2019, the Council approved the Utility's first WMP and received a report on the revision that resulted from the independent third party reviewer, Power Engineers, on June 17, 2020. The Utility reviews the plan and modifies it yearly using metrics compiled throughout the year, collaboration with other publically owned utilities (POUs), the Ukiah Valley Fire Authority, and industry best practices.

Discussion: Ukiah's WMP (Attachment 1) addresses the range of activities the Electric Utility is taking to minimize the sources of ignition and improve the resiliency of the electric grid. As part of the wildfire mitigation efforts, the Utility is working to complete the Fire Mitigation Project that was largely funded by the Federal Energy Management Agency (FEMA) Hazard Mitigation funds. The project was delayed due to supply chain issues related to securing transformers, but is in full swing now and scheduled to be completed at the end of July. Various other mitigation projects include removal of 6-solid copper wire and exploration of current limiting fusing in areas adjacent to high fire threat areas.

The 2025 revision of the WMP does not have significant changes; however, it does add some clarity on potential de-energization of power lines and communications with our customers. Since the first WMP in 2019, the City's Electric Utility has prioritized monitoring local and real time conditions to make proactive decisions regarding power shutoffs and re-energizations. Unlike some utilities that implement Public Safety Power Shutoffs based on regional forecasts and a limited number of predetermined condition thresholds, the City of Ukiah leverages its compact service territory and advanced strategies for ongoing risk assessment and real-time monitoring of local weather, ground conditions, and other system threats. This approach allows City's Electric Utility to be more responsive to actual hazards, ensuring that power shutoffs are enacted timely and in consultation with the City's Office of Emergency Management, Ukiah Valley Fire Authority, Ukiah Police Department, Cal Fire, and other public safety service partners.

The Utility is committed to continually evaluating the effectiveness of the WMP and will update its strategies as needed to enhance safety and reliability.

A redlined version of the WMP is included as Attachment 2 for Council's review.

Staff recommends Council receive the annual report regarding the Electric Utility's Wildfire Mitigation Plan in response to Senate Bill 901.

Recommended Action: Receive annual report regarding the City of Ukiah's Electric Utility Wildfire Mitigation Plan in response to Senate Bill 901.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: Yes / No **GRANT:** Yes / No No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

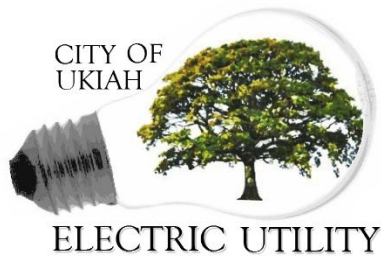
COORDINATED WITH: Traci Boyl, Senior Analyst; Sage Sangiacomo, City Manager

STRATEGIC PLAN (SP): **SP 1C** - Encourage and support an environmentally sustainable and resilient community by embracing new technology, setting policy, and evaluating critical infrastructure.

CLIMATE INITIATIVES (CI): **10a** – Protect from dangerous emission by preventing fires.

GENERAL PLAN ELEMENTS (GP): GP-A4 - Public Facilities, Services, and Infrastructure Element

Approved: 
Sage Sangiacomo, City Manager



Ukiah Electric Utility

2025

WILDFIRE

MITIGATION

PLAN

TABLE OF CONTENTS

1.	OVERVIEW - WILDFIRE MITIGATION PLAN.....	4
A.	POLICY STATEMENT	4
B.	PURPOSE	4
C.	ORGANIZATION	5
D.	DEFINITIONS AND ACRONYMS	5
2.	OBJECTIVES OF THE WILDFIRE MITIGATION PLAN.....	6
A.	MINIMIZING SOURCES OF IGNITION	6
B.	RESILIENCY OF THE ELECTRIC GRID	6
C.	WILDFIRE PREVENTION STRATEGIES & PROGRAMS.....	6
D.	IDENTIFYING UNNECESSARY OR INEFFECTIVE ACTIONS	9
3.	ROLES AND RESPONSIBILITIES.....	10
A.	GOVERNANCE STRUCTURE.....	10
B.	ROLES AND RESPONSIBILITIES FOR PLAN EXECUTION	10
C.	COORDINATION WITH JOINT POLE INFRASTRUCTURE PROVIDERS	12
D.	COORDINATION WITH CITY OF UKIAH DEPARTMENTS	12
E.	CAL OES STANDARDIZED EMERGENCY MANAGEMENT SYSTEM	13
4.	WILDFIRE RISK AND RISK DRIVERS	14
A.	ENTERPRISE SAFETY AND WILDFIRE RISK METHODOLOGY.....	14
B.	SYSTEM AND OPERATIONAL RISK.....	14
C.	GEOGRAPHICAL & CLIMATE RISK	15
D.	CPUC HIGH FIRE THREAT DISTRICTS.....	16
5.	WILDFIRE PREVENTION STRATEGY AND PROGRAMS.....	16
A.	STRATEGY – VEGETATION MANAGEMENT.....	16
B.	STRATEGY - ENHANCED INSPECTIONS	18
C.	STRATEGY - SITUATIONAL AWARENESS	18
D.	STRATEGY - OPERATIONAL PRACTICES.....	19
E.	STRATEGY - SYSTEM HARDENING	19
F.	STRATEGY - PUBLIC SAFETY AND NOTIFICATION	20
G.	STRATEGY - RECLOSING AND DEENERGIZATION.....	20
H.	STRATEGY - WILDFIRE RESPONSE & RECOVERY	21

I.	PROGRAM – UEU WILDFIRE PREVENTION PROGRAM.....	22
J.	PROGRAM – UEU 5-YEAR CAPITAL IMPROVEMENT PLAN	22
K.	PROGRAM – COU EMERGENCY OPERATIONS PLAN	22
6.	COMMUNITY OUTREACH AND EDUCATION	23
7.	RESTORATION OF SERVICE	23
8.	EVALUATION OF THE PLAN.....	24
A.	METRICS FOR MEASURING PLAN PERFORMANCE	24
B.	IMPACT OF METRICS ON PLAN.....	27
C.	MONITORING AND AUDITING THE PLAN	27
D.	IDENTIFYING AND CORRECTING DEFICIENCIES IN THE PLAN	27
E.	MONITORING THE EFFECTIVENESS OF INSPECTIONS	28
9.	INDEPENDENT AUDITOR	29
10.	APPENDICIES.....	29
A.	WILDFIRE PREVENTION PROGRAM.....	29
B.	CPUC FIRE THREAT MAP	
C.	LOCAL WILDFIRE HISTORY MAP	

1. OVERVIEW

A. POLICY STATEMENT

Ukiah Electric Utility has been operating its electric system for over one-hundred years. Public and employee safety is paramount in the operation, construction and maintenance of the electric system. Given recent, catastrophic wildfires in California, the state passed Senate Bill (SB) 901 in September 2018 requiring every publicly owned utility to construct, maintain, and operate its electric facilities in a manner that reduces the risk of utility caused fires. Assembly Bill (AB) 1054 by Assemblyman Holden amended SB901 with the requirement that every publicly owned utility must prepare and present a Wildfire Mitigation Plan (WMP) to its governing body annually and file the plan with the newly created California Wildfire Safety Advisory Board. SB901 requires the WMP's to incorporate key components that are foundational to reducing the risk of utility caused wildfires.

The risk of wildfire continues to be a top concern for the community of Ukiah. The increased risk of devastating wildfires coupled with increased housing in and adjacent to wildland urban interfaces (WUI) requires Ukiah Electric Utility to continually rethink past operational procedures, construction standards, and develop new ways to improve the record of safe and reliable electric service.

Portions of Ukiah Electric Utility's (UEU) electrical infrastructure is located in and adjacent to California Public Utilities Commission (CPUC) designated Tier 2 wildfire threat areas. Ukiah Electric Utility's overarching goal is to provide safe, reliable, and affordable electric service to its local community. To meet this goal, UEU constructs, maintains, and operates its electrical lines and equipment in a manner that minimizes the risk of catastrophic wildfire posed by its electrical lines and equipment.

This document is Ukiah Electric Utility's Wildfire Mitigation Plan developed in response to the requirements of SB901 and provides City staff with a guideline to implement and track efforts to reduce utility caused wildfires.

B. PURPOSE OF THE WILDFIRE MITIGATION PLAN

This Wildfire Mitigation Plan (WMP) describes the range of activities that UEU is taking or considering, to mitigate the threat of powerline ignited wildfires, including its various programs, policies, and procedures. This plan complies with the requirements of Public Utilities Code section 8387 for publicly owned electric utilities to prepare a wildfire mitigation plan by January 1, 2020, and annually thereafter. The Plan will be iterative, promote continuous improvement year-over-year, and represent best efforts to implement industry best practices in a prudent and reasonable manner.

UEU is a department within the City of Ukiah. For wildfire prevention and response, UEU is subordinate to the Ukiah Valley Fire Authority (UVFA) and the City of Ukiah Police Department

(UPD).

The City of Ukiah adopted an Emergency Operations Plan (EOP) in 2021 and the Building Community Preparedness and Resilience Program in 2019. The UEU Wildfire Mitigation Plan supports the aspirational goals of these plans in the area of Wildland Fire. The objectives of the Plans specifically supported by this UEU Wildfire Mitigation Plan are as follows:

1. Educate the public about wildland fire dangers and the steps that can be taken to prevent or minimize their effects.
2. Maintain Emergency Operations Center for coordination of information and resources.
3. Reduce the potential for destructive actions of the fire, should ignition occur, utilizing fire pre-plans, ensuring a properly trained, staffed, and equipped emergency response capability, and timely response to prevent the spread of the fire, minimizing risks to humans and property.
4. Ensure that adequate resources are available to plan for incidents that may occur in the high fire hazard severity zones within the City of Ukiah.

C. ORGANIZATION OF THE WILDFIRE MITIGATION PLAN [PRC Section 8387]

This Wildfire Mitigation Plan includes the following elements:

Section 2 - Objectives of the Plan;
Section 3 - Roles and responsibilities for carrying out the Plan;
Section 4 - Identification of key wildfire risks and risk drivers;
Section 5 - Description of wildfire prevention, mitigation, and response strategies and programs;
Section 6 - Community outreach and education;
Section 7 - Restoration of service following a wildfire;
Section 8 - Metrics for evaluating the Performance of the WMP and identifying areas for improvement;
Section 9 - Independent audit of the Plan.

D. DEFINITIONS AND ACRONYMS

- a. COU or City – City of Ukiah
- b. CPUC - California Public Utilities Commission is a regulatory agency that regulates privately owned public utilities in California.
- c. ICS – Incident Command System is a standardized approach to the command, control and coordination of emergency response.
- d. IR – Infrared technology that uses thermography to recognize hot spots in electrical

equipment.

- e. EOP – Emergency Operations Plan is a City Plan, formerly known as the Multi Hazard Emergency Response Plan that establishes communication, facilitates collaboration and ensures compliance with local, state and federal emergency management agencies.
- f. LIDAR – Light detection and ranging is a remote sensing technology that uses light in the form of a pulsed laser to measure distances.
- g. MTA – Mendocino Transit Authority
- h. OES – Mendocino County Sheriff’s Office of Emergency Services
- i. PRC – Public Resource Code
- j. SCADA – Supervisory Control and Data Acquisition is a computer system for gathering and analyzing real time data.
- k. UEU – Ukiah Electric Utility.
- l. UPD – Ukiah Police Department.
- m. UVFA – Ukiah Valley Fire Authority.
- n. WMP – Wildfire Mitigation Plan refers to this plan as ordered by Senate Bill 901.

2. OBJECTIVES OF THE WILDFIRE MITIGATION PLAN [PRC -8387 (b)(2)(B)]

A. MINIMIZING SOURCES OF IGNITION

The primary goal of this WMP is to minimize the probability that UEU’s transmission and distribution system may be the origin or contributing source for the ignition of a fire as well as to protect the system from wildfire damage.

UEU is continually evaluating prudent and cost-effective improvements to its physical assets, operations, and training to help meet this objective. UEU will implement these changes consistent with this WMP as staffing and budget allow.

B. RESILIENCY OF THE ELECTRIC GRID

The secondary goal of this WMP is to improve the resiliency of the electric grid. As part of the development and on-going implementation of this plan, UEU will assess new industry practices and technologies that will reduce the likelihood of an interruption (frequency) in service and improve the restoration of service.

Other resiliency efforts include mitigating fire fuels in areas that are a threat to our facilities and equipment along with reducing the chance that lives or property will be lost to wildfire. Additionally, improved fire coordination will improve resiliency and help avoid the need for public safety power shut off protocols during high fire threat weather. Fire fuels reduction and improved fire response will be addressed in the UEU Wildfire Prevention Program.

C. WILDFIRE PREVENTION STRATEGIES & PROGRAMS [PRC-8387 (b)(2)(C)]

1. Strategies

The following strategies are part of this Plan and described in more detail in Section 5.

- **VEGETATION MANAGEMENT**
These strategies help to control vegetation near to UEU overhead transmission and distribution lines so they better adhere to clearance specifications. They also include fire fuels mitigation and other work to prevent the system from causing a fire and to protect our system from fire.
- **ENHANCED INSPECTIONS**
These strategies consist of assessment and diagnostic activities as well as associated corrective actions. The practices in this category aim to ensure all infrastructure is in working condition and vegetation adheres to defined minimum distance specifications.
- **SITUATIONAL AWARENESS**
These strategies consist of methods to improve system visualization and awareness of environmental conditions. The practices in this category aim to provide tools to improve the other components of the plan.
- **OPERATIONAL PRACTICES**
These strategies consist of proactive, day-to-day actions taken to mitigate wildfire risks. The practices in this category aim to ensure UEU is prepared in high-risk situations, such as dry, windy environmental conditions.
- **SYSTEM HARDENING**
These strategies consist of system, equipment, and structure design and technical upgrades that are identified by UEU's engineering staff and implemented through the 5-year Capital Improvement Plan. The practices in this category aim to improve system hardening to prevent contact between infrastructure and fuel sources, such as vegetation and animals. It also includes making the system more resilient to wildfire and other disasters.
- **PUBLIC SAFETY AND NOTIFICATION**
These strategies will focus on ways to engage the community as partners in preventing and identifying wildfire risk. They include improving outage notification and other items in the interest of public safety.
- **RECLOSING AND DEENERGIZATION**
These strategies include discussion of de-energization as well as circuit reclosing.
- **WILDFIRE RESPONSE & RECOVERY**
These strategies consist of procedures to react to wildfire or other related emergency conditions. The practices aim to formalize protocols for these situations, so UEU can provide an adequate response and recovery.

- **STAFFING & STAFF TRAINING**

UEU will not be able to reduce the risk of wildfire without staff. Further, electric department staffing must be maintained at appropriate levels with training to maintain staff knowledge and preparedness. This may include cross training to build redundancies within the department and from time-to-time succession planning for known and pending retirements.

2. Programs

The strategies above will, as budgetary constraints and staffing permit, be developed and implemented through the following programs and coordinated as part of this WMP and are described in more detail in Section 5.

- UEU Wildfire Prevention Program - Appendix A
- UEU Distribution Capital Improvement Program
- COU Emergency Response Plan (EOP)

UEU Wildfire Prevention Strategies and Program Matrix

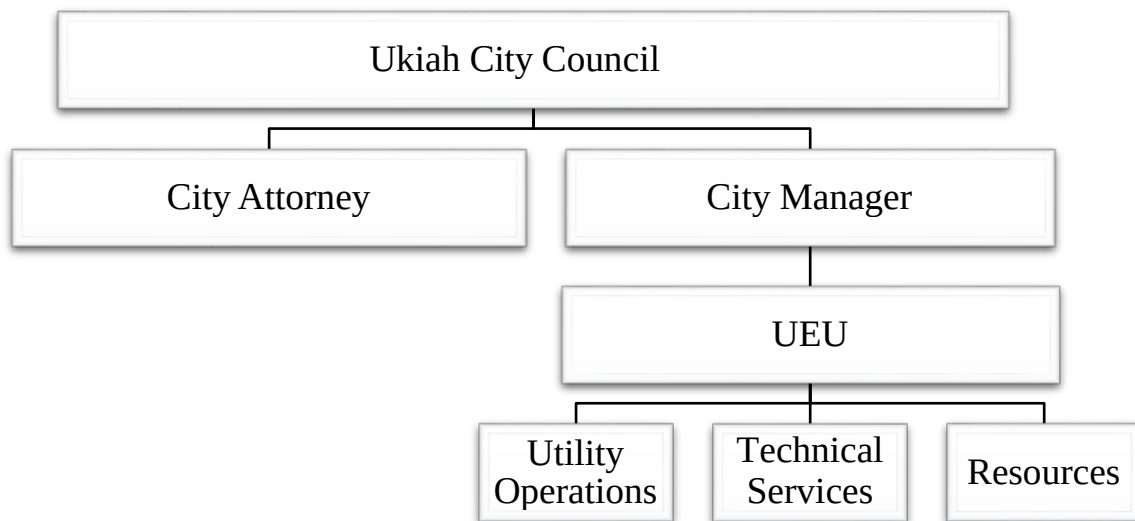
	Wildfire Prevention Plan	5-year Capital Improvement Plan	COU EOP
Vegetation Management	x		
Enhanced Inspections	x	x	
Situational Awareness		x	x
Operational Practices		x	x
System Hardening		x	
Public Safety & Notification	x		x
Reclosing & De- energization	x	x	x
Wildfire Response & Recovery	x		x

D. IDENTIFYING UNNECESSARY OR INEFFECTIVE ACTIONS

The final goal for this WMP is to measure the effectiveness of specific wildfire mitigation strategies. UEU will assess the merits of modifications. This plan will also help determine if more cost-effective measures would produce the same or improved results.

3. ROLES AND RESPONSIBILITIES [PRC-8387 (b)(2)(A)]

A. UEU GOVERNANCE STRUCTURE



This WMP is subject to the direct supervision by the Ukiah City Council (Council) and will be implemented by the UEU Director (“Director”). The City of Ukiah, a general law city, has a City Council - manager form of governance. The City Council is the Utility Commission for UEU.

B. ROLES AND RESPONSIBILITIES FOR PLAN APPROVAL AND EXECUTION

Approval and Public Input: Ukiah Electric Utility is under the governance of the Ukiah City Council. Every revision of the Wildfire Mitigation Plan is approved by the City Council, at a scheduled City Council meeting. Council meetings are public. The public can review the Staff Report and Wildfire Mitigation Plan 72 hours in advance of the meeting and may provide written comment or attend the meeting in person to be heard. The City Council will either adopt the Plan or provide additional direction to the Staff during the meeting.

Executive Level Responsibility: The Director will oversee implementation and ensure that staff follow procedures and protocols. Additionally, the Director, or designee, will manage the execution of performance monitoring. This includes providing guidance to staff and leading the development of reports. The staff responsible for each metric area will aggregate relevant metrics at the direction of the Director.

1. **Program Owners:** The table below outlines the current assignments and are subject to change.

Program	Owner
UEU Wildfire Prevention Program	COU Fire Marshal's Office and UEU Director
UEU Distribution Capital Improvement Program	UEU Director
COU EOP	COU Office of Emergency Management Coordinator

2. **Strategy Leads:** The table below outlines the proposed assignments and are subject to change.

Strategy	Lead Personnel	Key Technical Personnel
Vegetation Management	Electric Superintendent	Senior Electrical Engineer
Enhanced Inspections	Electric Superintendent Electrical Technicians	Senior Electrical Engineer Electric Superintendent Foreman Electrical Technicians
Situational Awareness	EU Director	Senior Electrical Engineer Electric Superintendent
Operational Practices	Senior Electrical Engineer	Electric Superintendent
System Hardening	Senior Electrical Engineer	Senior Electrical Engineer Electric Superintendent
Public Safety & Notification	EU Director	EU Program Coordinator Management Analyst
Reclosing & De-energization	Senior Electrical Engineer	Senior Electrical Engineer Electric Superintendent Foreman
Wildfire Response & Recovery	Electric Superintendent	COU Fire Chief Senior Electrical Engineer Line Foremen

C. COORDINATION WITH JOINT POLE INFRASTRUCTURE PROVIDERS

For joint pole fire prevention, UEU takes the lead role and informs the subordinate providers when UEU identifies any compromised poles due to third-party attachments. UEU coordinates with communication and electric infrastructure providers throughout the year when work on the system effects their equipment and identifies safety issues. If UEU staff discovers a facility in need of repair owned by an entity, UEU may issue a notice to repair to the facility owner and work to ensure that necessary repairs are promptly completed. During emergencies, UEU assumes the primary role and informs providers when there is damage or risk to their equipment.

D. COORDINATION WITH CITY OF UKIAH DEPARTMENTS Ukiah Valley

Fire Authority

The Ukiah Valley Fire Authority is the lead agency in cooperation with UEU for implementation of the UEU Wildfire Prevention & Improved Communication Program. UVFA is the City's lead for emergency operations and directs UEU regarding public safety priorities.

Ukiah Electric Utility Wildfire Mitigation Plan

Ukiah Police Department

UEU coordinates with UPD and is subordinate for emergency and public safety issues. UEU will work closely with the UPD for situational awareness and other public safety issues related to this WMP.

Ukiah Public Works Department

UEU is investigating opportunities to harden the electrical system and increase survivability for traffic control, water and wastewater infrastructures. During wildfires and other public safety events, UEU will work closely with Public Works to ensure water/wastewater facilities and other critical infrastructure have power. These facilities are not only critical for defending the City from wildfire, but are essential for safe repopulation following any disaster. Additionally, the Mendocino Transit Authority (MTA) is a critical operation for evacuations during emergencies and will be part of planning and operational review process.

Ukiah Community Services Department

UEU is partnered with the COU Community Services Department as part of the UEU Wildfire Prevention Program for fire fuels mitigation as well as other programs and projects.

Other COU Departments and Administration

UEU, as a member of the City of Ukiah Team, will work to ensure information regarding warnings, alerts, and widespread outages are shared with other departments. The City's Communications Team will be an integral part of getting information out to the media and public and will be coordinated with either and/or both the City's Emergency Management Coordinator as well as any Incident Command in place.

E. CAL OES STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

As a utility department of the COU located in Mendocino County, UEU may participate in various emergency operation centers depending on the situation and lead agency. As a local governmental agency, COU has planning, communication, and coordination obligations pursuant to the California Office of Emergency Services' Standardized Emergency Management System ("SEMS") Regulations, adopted in accordance with Government Code section 8607. The SEMS Regulations specify roles, responsibilities, and structures of communications at five different levels: field response, local government, operational area, regional, and state. The COU maintains a EOP that includes UEU. The COU works closely with Mendocino County to coordinate emergency operations, including the Mendocino County Sheriff's Office of Emergency Services (OES).

The Mendocino County Sheriff's Office of Emergency Services (OES) coordinates with Federal, State, and local agencies to prepare, respond, and recover from emergencies and natural disasters.

- OES is responsible for maintaining and updating the County Multi Hazard Mitigation Plan, which is an all-hazards plan for Mendocino County.

- OES also coordinates and maintains the county Emergency Operation Center (EOC). The EOC can be used during a major incident to carry out the principles of emergency preparedness and emergency management between multiple agencies.
- The Office of Emergency Services provides technical advice to the Sheriff on local emergency declarations and his direct link to the California Governor's Office of Emergency Services during disasters or any other critical incident. In the event of a major incident OES can work with CAL OES to obtain a Presidential proclamation.
- OES works closely with other local agencies assisting them in preparing emergency plans and in disaster training. OES works as a point of contact for local agencies to the California Governor's Office of Emergency Services.

Pursuant to this structure, UEU coordinates and communicates with the relevant local, state and Federal agencies. This includes participating in City & County EOC exercises as well as providing annual safety meetings. Pursuant to the Emergency Operations Program, an UEU EOC Liaison will participate in the City or County EOC using the standardized Incident Command System (ICS).

4. WILDFIRE RISK AND RISK DRIVERS [PRC-8387 (b)(2)(J)]

This section of the WMP identifies, describes and prioritizes wildfire risks and drivers found within UEU's territory.

A. ENTERPRISE SAFETY AND WILDFIRE RISK METHODOLOGY [PRC-8387 (b)(2)(L)]

To ascertain the level of risk to our system, staff looked at our historic outages caused by animals, birds, vegetation, car-pole accidents, and overhead equipment failures as a way to assess wildfire risk. These events were selected because such events can create circumstances such as wire down or sparking that can result in an ignition source. Additionally, UEU will review historic fire records to see if there are other areas of risk that should be addressed.

B. SYSTEM AND OPERATIONAL RISK

UEU's designs and constructs its electric facilities to meet or exceed the relevant federal, state, or industry standards. UEU uses the CPUC General Order (GO) 95 as a key industry standard for design and construction standards for overhead electrical facilities and, as such, meets or exceeds all applicable standards in GO 95. Additionally, UEU monitors and follows, as appropriate, the National Electric Safety Code.

Risk drivers associated with design, construction, operations, and maintenance, within our 4.3 square mile service territory include vegetation, overhead equipment, and operational work practices in the CPUC Tier 2 high fire threat areas that account for approximately 10% of UEU's facilities.

- (a) Vegetation near UEU electric lines presents a risk for utility caused wildfires. Mitigation of this risk is done through routine tree trimming and inspections. As outlined in 5A, UEU meets or exceeds the CPUC's GO95 requirements by increasing the radial clearance of branches to 6 feet throughout the COU and up to 12 feet in some areas adjacent to the Tier 2 high fire threat areas.
- (b) Overhead utility equipment can present a risk of a utility caused wildfire. Mitigation efforts include design standards, periodic review of equipment for potential alternates. UEU will review design standards for equipment on a yearly basis for possible modifications.
- (c) Certain work practices or operations can increase the risk of ignition. To mitigate, during red flag conditions, Staff will eliminate unnecessary activities that could result in a utility caused wildfire. Additional inspections may be performed during and after the conclusion of the red flag event.

C. **GEOGRAPHICAL & CLIMATE RISK**

Ukiah typically experiences cool, wet winters and hot, dry summers creating extreme fire weather conditions especially from May through October. Daily temperatures during fire seasons (June-October) can be above 90° Fahrenheit with a relative humidity of less than 30%. Wind conditions throughout the year average 3-5mph, with gusts up to 35mph. Typical vegetation within UEU's service territory include various types of trees including redwood, oak, pine and fir trees as well as annual grasses. Areas of dense brush and annual grasses are present, and result in high fire danger and significant fires especially during wind events. These conditions combine to create extreme fire danger. The risk of catastrophic wildfire in the area increases as the recent trend of drought conditions continue. The west side of Ukiah presents a greater potential for wildfire and is partially classified as a Tier 2 Wildfire Threat Area. Within the Utility's service territory and surrounding areas, the primary wildfire risks include:

- a) Extended drought or periods of below average rainfall can increase dry vegetative fuel loads, increasing wildfire risk. Prolonged drought can also impact and weaken trees. The City's vegetation management program identifies and catalogs tree information, including species, estimated age, diameter, and height. The program assesses diseased or dying trees and allows for removal. Routine visual inspections allow the Utility to remain aware of this risk factor.
- b) Vegetation type; The western hills area contains dense chaparral and mixed hardwood forest, native trees such as California Bay Laurel, Black Oak with significant poison oak and fern undergrowth. A shaded fuel break was constructed along the base of the western hills along the entire length of the City to reduce fuel loads and protect the community from wildfire risk.
- c) Vegetation density in high fire threat areas increases the risk and speed of which wildfire can spread. Increasing vegetation clearance from overhead power lines in high fire threat and adjacent areas lowers the risk of wildfire.
- d) Weather and periods of significant low humidity can dry vegetative fuels and

increase the potential for ignition. The City monitors the National Weather Service for alerts related to red flag warnings and weather events that could potentially effect UEU's service territory to ensure awareness of the elevated risk.

- e) High winds and gusts can down trees, break branches or damage utility equipment. The City monitors the National Weather Service for wind warnings and advisories that affect UEU's service territory. The increased vegetation clearing in high fire threat areas reduces the risk of ignition caused by these events.
- f) Wildfire history in and around the Ukiah city limits is shown in Appendix C

D. CPUC HIGH FIRE THREAT DISTRICTS [PRC-8387 (b)(2)(K)]

UEU will incorporate the California Public Utility Commission's (CPUC) Fire Threat Map (Exhibit A) into its construction, inspection, maintenance, repair, and clearance practices, where applicable.

UEU reviews the CPUC Fire Threat Map annually to identify needed adjustments to hazard threat levels due to changes in urban development and/or vegetation conditions. When adjustments are identified, UEU collaborates with Ukiah Valley Fire Authority and City Departments and CAL FIRE to update the CPUC Fire Threat Map data and UEU's Fire Threat Map accordingly. The UEU's Fire Threat Map depicts the highest fire threat known.

5. WILDFIRE PREVENTION STRATEGY AND PROGRAMS

A. STRATEGY – VEGETATION MANAGEMENT [PRC-8387 (b)(2)(H)]

UEU meets or exceeds the minimum industry standard vegetation management practices. For both transmission and distribution level facilities, UEU meets: (1) GO 95 Rule 35; and (2) the GO 95 Appendix E Guidelines to Rule 35 (See table below). These standards require significantly increased clearances in the High Fire Threat areas. In identified high risk areas that border or are close to Tier 2 wildfire threat areas, the radial clearance of branches or foliage from bare conductors will be increased up to 12', unless such aggressive trimming would cause fatal damage to the tree or if the trimming would create adverse secondary consequences. The recommended time-of-trim guidelines do not establish a mandatory standard but instead provide useful guidance to utilities. UEU has developed a tree inventory to catalog existing trees and will use specific knowledge of growing conditions and tree species to determine the appropriate time of trim clearance in each circumstance. UEU performs this work with arborists and a contract for tree trimming services as needed. Additionally, vegetation clearing is completed at the base of poles to minimize potential sources of spread.

GO 95

Guidelines to Rule 35

The radial clearances shown below are recommended minimum clearances that should be established, at time of trimming, between the vegetation and the energized conductors and associated live parts where practicable. Reasonable vegetation management practices may make it advantageous for the purposes of public safety or service reliability to obtain greater clearances than those listed below to ensure compliance until the next scheduled maintenance. Each utility may determine and apply additional appropriate clearances beyond clearances listed below, which take into consideration various factors, including: line operating voltage, length of span, line sag, planned maintenance cycles, location of vegetation within the span, species type, experience with particular species, vegetation growth rate and characteristics, vegetation management standards and best practices, local climate, elevation, fire risk, and vegetation trimming requirements that are applicable to State Responsibility Area lands pursuant to Public Resource Code Sections 4102 and 4293.

Voltage of Lines	Radial Clearance of Bare Line Conductors from Tree Branches or Foliage
Radial clearances for any conductor of a line operating at 2,400 or more volts, but less than 72,000 volts	4 feet
Radial clearances for any conductor of a line operating at 72,000 or more volts, but less than 110,000 volts	6 feet
Radial clearances for any conductor of a line operating at 110,000 or more volts, but less than 300,000 volts	10 feet
Radial clearances for any conductor of a line operating at 300,000 or more volts	15 feet

In addition, UEU Wildfire Prevention Program (Appendix A) will include the following enhancements

- No vertical coverage allowed above UEU transmission lines;
- Provide vegetation control in a 30-foot perimeter around the Power Plant and substations conductors.
- For public land, provide easement clear from ground to sky adjacent to UEU facilities, unless to do so would likely result in adverse consequences;
- Work with adjacent customers to get approval for wider clearance on their land. This could include tall, diseased, leaning trees that appear to be at risk of falling into our lines.
- Perform additional vegetation removal for fuels reduction in the easement on an annual rotation to ensure CPUC recommended clearances are maintained based on the fire hazard zone where each transmission and distribution line is located;
- Consider undergrounding areas where heritage trees are prevalent.

B. STRATEGY - ENHANCED INSPECTIONS [PRC-8387 (b)(2)(I)]

Inspections play an important role in wildfire prevention. UEU currently follows the inspection cycles outlined in California General Order 95 and General Order 128. UEU's current inspection activities incorporate several components including annual infrared (IR) patrol of overhead lines and substations, inspection of wood poles, 115 KV lines and GIS data collection and sharing. All patrols and inspections are completed by Journeyman Lineman and documented outlining descriptions of problems found and any action taken to ensure any issues are addressed in a timely manner. If the issues cannot be addressed immediately, work orders are developed and given a priority level with a date for completion. UEU schedules additional patrols in and near the Tier 2 fire threat areas every spring to evaluate any issues prior to fire season. These patrols are documented and addressed in the same manner as the others. Should a critical weather event or ignition happen, inspections would be completed prior to re-energization of any circuit.

Additionally, UEU has implemented the use of unmanned aerial vehicles with IR capability. The frequency of inspections will be increased in the high fire threat areas and when storms or other disasters have significantly impacted our system.

C. STRATEGY - SITUATIONAL AWARENESS

Presently UEU is evaluating to upgrade an automated control management system that can be used during outages. UEU is also investigating advanced metering infrastructure (AMI) technology that has the ability to track customer outages as part of an Outage management System. These systems have not been implemented as of 2025, however AMI is included in the FY25/26 and FY26/27 CIP.

Other efforts will include the following technology in collaboration with Ukiah PD and Ukiah

Valley Fire Authority:

- Use unmanned aerial vehicles during high fire threat days for early detection, infrared inspection of hard-to-reach areas, and other uses in the interest of public safety;
- Communication system upgrades for wildfire and disaster response and recovery;
- Customer reporting tools for safety issues.

D. STRATEGY - OPERATIONAL PRACTICES

UEU will operate the system in a manner that will minimize potential wildfire risks including taking all reasonable and practicable actions to minimize the risk of a catastrophic wildfire caused by UEU electric facilities. UEU will take corrective action for deficiencies when the staff witnesses or is notified of improperly install or maintained fire protection measures. In addition to those general principles, several new operational practices will help reduce the risk of wildfire and improve the response time in the event of a fire including:

- During high wildfire, threat periods (red flag warnings) perform only essential work and light work that can be completed while performing observations in areas of concern. Staff may be placed at Orchard substation and Mendocino Hydroelectric power plant with an electrical technician or lineman, posting linemen in various parts of the city where the fire danger is higher, and having other field personnel patrolling the city. All personnel will directly report to Fire/Police any hazardous observations. All available UEU Staff placed on standby.
- Collect and maintain wildfire and system data necessary for the implementation and evaluation of this Wildfire Mitigation Plan.

E. STRATEGY - SYSTEM HARDENING

UEU's electric facilities are designed, constructed, and maintained to meet or exceed the relevant federal, state, or industry standard. UEU treats CPUC General Order (GO) 95 as a key industry standard for design and construction standards for overhead electrical facilities. UEU meets or exceeds all standards in GO 95. Additionally, UEU monitors and follows, as appropriate, the National Electric Safety Code. In addition to standards, UEU develops a 5-year capital improvement plan that is considering some or all of the following:

- Addition of remote-controlled field reclosers possibly with arc detection technology;
- Clearing poles with operating devices of flammable vegetation around them with a radius of 12'. Perform this for every wood pole with operating devices in the system for resiliency;
- Provide or clear additional access paths along power line easements and to ensure access and ability to perform maintenance.
- As 115KV transmission poles reach end of useful life for Tier 2 areas, replace with steel

poles in kind.

- Engineering – Revise construction standards to implement arc suppression components, raptor framing, squirrel guards, tree wire, lightening arresters, and arc suppression fusing.
- Create design standards for new equipment for remote controlled reclosers and implement into the SCADA system.
- Convert overhead lines to underground as feasible and economic;
- Alternative Technologies- UEU will consider the feasibility of implementing alternative technologies, such as wire-break sensing and arc detection technology, as they become available and cost-effective.
- Replacement of overhead fuses with current limiting, non-arcing models in Tier 2 areas.

F. STRATEGY - PUBLIC SAFETY AND NOTIFICATION

The City will coordinate with Ukiah Valley Fire Authority (UVFA) and the Ukiah Police Department (UPD), the City Office of Emergency Management, and the County Office of Emergency Services during emergencies or large-scale outages, utilizing established emergency communication protocols to support outreach and notifications to vulnerable populations.

Customer notification is a vital component of the City's Wildfire Mitigation Plan. The process begins with customer education and continues with timely updates when weather conditions elevate wildfire risk. Educational outreach will be conducted primarily through printed materials, the City's website, and social media platforms.

Should it be necessary to de-energize all or part of the system due to extreme conditions, real time updates will be delivered through social media and other technology tools accessible to City staff. Notifications will be coordinated through the City Manager's Office, the City's Emergency Operations Center (EOC), or other available resources.

The City will make efforts to communicate directly with critical facility operators, such as hospitals, emergency centers, schools, and public agencies prior to any de-energization that will impact their electric service.

G. STRATEGY - RECLOSING AND DEENERGIZATION

UEU has prioritized monitoring local and real-time conditions to make proactive decisions regarding power shutoffs and re-energizations. UEU leverages its compact service territory and advanced strategies for ongoing risk assessment and real-time monitoring of local weather, ground conditions, and other system threats. This approach allows UEU to be more responsive to actual hazards, ensuring that power shutoffs are enacted timely and in consultation with the City's Office of Emergency Management, Ukiah Valley Fire Authority, Ukiah Police Department, Cal Fire, and other public safety service partners. This approach is used for the following reasons:

Ukiah Electric Utility Wildfire Mitigation Plan

- Our service territory is only 4.3 square miles and relatively compact and visible with proper technology;
- UEU expanded wildfire mitigation activities, including enhanced vegetation management and undergrounding beyond the Tier 2 threat areas in an effort to prevent any ignitions near the higher threat areas;
- Over 50% of the City's 77 miles of distribution is underground;
- All law enforcement, fire and hospital facilities are within Tier 1 boundaries;
- Turning off the power in response to regional forecasts and other limited conditions, rather than localized, real time observations, could negatively affect a large portion of UEU's small service territory. negatively impact ;
- Real-time information from staff located in areas identified as at risk of being subject to extreme weather conditions;
- UEU may disable automatic reclosing, enable fast-trip protection, or both, on circuits that traverse Tier 2 areas or are considered a fire risk when local conditions indicate it is necessary;
- We plan to use system hardening, situational awareness, vegetation management and the other strategies to avoid shutting off power.

For public safety, City staff may proactively de-energize all or portions of the City's electric distribution system. De-energization of City power lines may occur due to one or more of the following conditions:

1. Upon the request of Ukiah Valley Fire Authority, Ukiah Police Department, Cal Fire or other State or local public safety agencies.
2. When energized power lines are subject to high winds or other weather or atmospheric conditions that may create a substantial public safety risk.
3. When real time information from qualified City field staff indicated that wind driven vegetation or other combustible debris are threatening City owned electric utility equipment.
4. When PG&E de-energizes the City's transmission source. The City has no control over PG&E's decision to de-energize Ukiah's transmission source.

As time permits, de-energization of City owned power lines will be coordinated between the City Manager's Office, Electric Department, and all City Public Safety Departments. The decision to de-energize City owned power lines will be communicated to the City Manager's Office as soon as practical.

H. STRATEGY - WILDFIRE RESPONSE & RECOVERY

- During a high fire threat event, stage fire protection equipment in a ready status and the COU EOC on standby;
- Staff critical assets for coverage and necessary shift changes during fire events;
- Wildfire Response: Execute the City's EOP
- The City of Ukiah Electric Utility is a member of the California Utility Emergency Association, which plays a key role in ensuring communications between utilities during

emergencies including mutual aid. UEU also participate in the Western Energy Institute's Western Region Mutual Assistance Agreement, which is a mutual assistance agreement covering utilities across several western states.

- I. PROGRAM – UEU WILDFIRE PREVENTION PROGRAM Appendix A
- J. PROGRAM – UEU Capital Improvement Plan
- K. PROGRAM – COU EMERGENCY OPERATIONS PLAN

6. COMMUNITY OUTREACH AND EDUCATION

COU, UVFA, UPD and UEU will maintain a proactive outreach and education strategy to create public awareness of fire threats, fire prevention, and available support during a wildfire or large power outages. Prior to an emergency, communication will include regular messages related to wildfire prevention, such as right-of-way management, tree trimming, line inspection, or other relevant topics. Methods of communication will include newsletters (Power Line Newsletter), website updates, social media posts, and public service announcements.

7. RESTORATION OF SERVICE [PRC-8387 (b)(2)(M)]

In the event of a wildfire or other emergency event, UEU will staff up to coordinate activities to restore service. UEU will restore power, following an event, in cooperation with UVFA, UPD, and COU Departments.

UEU management will oversee restoration and response activities. If additional staff is needed, UEU may leverage mutual aid agencies, other City of Ukiah staff, and local aid organizations. The utility may also engage contractors on an as-needed basis.

The following describes the steps typically taken to begin the restoration process:

Assessment. UEU crews must patrol each line segment to determine the extent of damage that has occurred. The patrol involves assessing equipment access issues, any cleanup/debris removal issues and determining personal protective equipment requirements for the crews. UEU works with the local agency in charge of the fire to access impacted areas as soon as the area is deemed safe by fire officials.

Planning. After initial assessment, UEU supervisors, managers and engineers meet to plan the needed work. The team will work with system operations to prioritize the restoration efforts, targeting the circuits that serve the most critical infrastructure needs.

Mobilize. Based on the size and complexity of the rebuild/restoration efforts, UEU will coordinate the crews and material needs internally if possible. Mutual aid and contractors may be used on an “as needed” basis to provide additional support. Though UEU maintains a material vendor list and has contracts it can draw on for labor and material needs; though in instance of widespread catastrophic damage necessary materials and labor could experience shortages that may delay work.

Rebuild. The rebuild effort lead by UEU will commence as soon as areas become safe and accessible. The initial efforts will be to get the lines up and restore the damaged circuits. Depending on the extent of damage, demolition may be performed concurrently or after crews start installing new facilities. UEU will incorporate new materials and technologies as indicated and available.

Restore. UEU, mutual aid, or contract crews will restore electric services to homes and businesses as soon as possible after the wildfire. Depending on the extent of damage, residential and business customers may have to perform repairs on their facilities and pass inspections by local agencies prior to having full electric service restored.

In most cases, the following restoration priorities will be followed depending on the specific incident and available resources:

- Public safety in the affected areas;
- Worker safety in performing the restoration work;
- Life-support or critical customers;
- Critical infrastructure Hospitals, Key medical, City & County facilities and accounts; Sheriff's Department and jail, City Police and Fire Departments, other key utility facilities (e.g., water, sewage, gas, citywide communications), Incident Command Site or Base Camp, Incident Evacuation Centers, local broadcast and radio Stations, etc.);
- Major commercial activities/accounts critical to continuity of community services (e.g., gas stations, food stores, home supply stores, repair shops, eateries and lodging facilities, financial institutions, etc.);
- Reduce the total number of customers affected;
- Reduce the length of time customers have been without power.

In directing restoration efforts to best achieve the above priorities, UEU Operations Group personnel will generally find it most efficient to dedicate restoration resources to the following types of facilities in the following order of priority to optimally restore electric services:

- Transmission circuit (115 kV);
- Substation and Mendocino Power Plant Facilities;
- Distribution circuits (600 Amp -12 kV);
- Distribution feeders (200 Amp – 12 kV);
- Distribution transformers;
- Service lines.

8. EVALUATION OF THE PLAN [PRC-8387 (b)(2)(N)]

A. METRICS FOR MEASURING PLAN PERFORMANCE [PRC-8387 (b)(2)(D)]

The purpose of the WMP is to reduce wildfires caused by utility equipment and the incident rate of utility caused wildfires as the primary metric. Other metrics exist to determine if the risk of wildfire is being reduced. Five primary metrics are identified and will be used to measure the effectiveness of UEU's WMP. Note that SP 901 requires consideration of how previous versions of the WMP's metrics have informed the current WMP. Two metrics were originally used in the WMP during years 2020 and 2022; Fire Ignitions and Wires Down. UEU felt that the two original metrics were not sufficient to adequately assess the performance of the plan therefore, for the 2023 WMP update, UEU has added additional metrics to increase oversight into potential ignition sources.

Metric 1: Fire Ignitions

For purposes of this metric, a fire ignition is defined as follows:

- a) UEU facility was associated with the fire;
- b) The fire was self-propagating and of a material other than electrical and/or communication facilities;
- c) UEU has knowledge that the fire occurred.

In future Wildfire Mitigation Plans, UEU will provide information on any known ignitions. The table below provides a summary of known ignitions.

Ignitions Caused by Utility Equipment

Year	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
2020	0	0
2021	0	0
2022	0	0
2023	0	1*
2024	0	0

* 2023 Grass fire caused by vehicular accident resulting in significant damage to pole and subsequently wire down.

The intent of this metric is to review and investigate equipment that due to its design, age, construction, or condition should be replaced to reduce the risk of wildfire. There was one ignition in 2019 outside of the fire threat area due to a failed porcelain insulator that ignited a rosemary bush at the base of a pole, and it was extinguished before traveling more than one linear meter from the ignition point. This ignition did not meet the City's definition of ignition in the 2020 WMP. The definition was revised in the 2023 WMP to include all ignitions, regardless of the distance of travel. In 2023, a grass fire was started in the Tier 1 area due to a vehicular accident. The fire was contained quickly.

Metric 2: Wires Down

The second metric is the number of distribution and transmission wires downed within UEU's service territory. For purposes of this metric, a wire down event includes any instance where an electric transmission or primary distribution conductor falls to the ground or onto a foreign object. UEU will divide the wires down metric between wires down inside and outside of the High Fire Threat District. UEU will not normalize this metric by excluding unusual events, such as severe storms. Instead, UEU will supplement this metric with a qualitative description of any such unusual events. The table below summarizes known instances of wires down.

Wire Down

Year	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
2020	0	0
2021	0	0
2022	0	0
2023	0	1*
2024	1	0

* 2023 Grass fire caused by vehicular accident resulting in significant damage to pole and subsequently wire down.

The 2024 wire down incident occurred when a connection to 6 solid copper wire burned off and dropped the wire to the ground. UEU is working to replace all 6 solid copper wire on the system due to the age of the wire.

Metric 3: Inspection Records and Maintenance

System inspections and timely maintenance is one of the leading methods to improve system safety and reliability. UEU follows GO 95 and GO 165 for inspection schedules and performs additional patrols of overhead lines in high fire threat areas yearly, beginning in the spring of each year. Needed maintenance or repairs identified during these inspections will be tracked and given priority in the work schedule.

Inspection Records

Year	Grids - Completed Patrols	Grids Completed - Detailed
2020	27	27
2021	27	0
2022	27	0
2023	0	0
2024	18	0

Metric 4: Vegetation Management

UEU maintains proper vegetation clearance from utility lines with the assistance of qualified high-
Ukiah Electric Utility Wildfire Mitigation Plan

voltage tree trimming contractors. The contractors work under the direction of the utility’s Superintendent to ensure that proper clearance is met. Vegetation management is completed on a yearly basis. All 27 Grids in UEU’s service territory are trimmed every year. In 2024, enhanced vegetation management was completed in areas adjacent to the Tier 2 wildfire threat area as part of the grant funding obtained for wildfire mitigation.

Metric 5: Overhead Equipment Failures

The failure of overhead utility equipment can be a source of ignition. This metric will provide the data to recognize any patterns that can be identified to ensure that equipment is replaced proactively. The number of failures will be reported annually.

Overhead Equipment Failure

Year	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
2020	2	1
2021	0	0
2022	0	1
2023	1	1
2024	0	0

B. IMPACT OF METRICS ON PLAN

In the initial years, UEU anticipates that there will be relatively limited data gathered through these metrics. However, as the data collection history becomes more robust, UEU will be able to identify areas of its operations and service territory that are disproportionately impacted. UEU will then evaluate potential improvements to the plan.

C. MONITORING AND AUDITING THE PLAN

Review of this WMP will occur annually and any lessons learned will have the highest priority for improving steps in the plan, any reference programs, and the process for implementation. UEU will present this plan to the Ukiah City Council on an annual basis. The comprehensiveness of this WMP will be assessed by an independent evaluator with experience in assessing the safe operation of electrical infrastructure. The independent evaluator shall issue a report that will be presented to the Ukiah City Council and be made available on the City’s Website.

D. IDENTIFYING AND CORRECTING DEFICIENCIES IN THE PLAN

UEU staff and qualified external stakeholders are encouraged to identify Wildfire Mitigation Plan deficiencies or potential deficiencies to the Electric Utility Director as soon as possible when observed. The Electric Utility Director shall evaluate each reported deficiency and, if the deficiency is determined to be a valid plan deficiency, it shall be entered into a log with the following information:

- Date the deficiency was discovered;
- Description of the deficiency;
- Source identifying the deficiency (e.g., Internal Audit);
- Priority based on deficiency severity;
- Assigned corrective action including the date when it must be completed by;
- Assigned staff responsible for completing the corrective action;
- Date corrective action completed.

The Electric Utility Director will go over the log at regularly scheduled Leadership and Supervisor Meetings.

During the 2023, major revision of UEU's WMP, it was determined that the original metrics implemented in the original WMP were not sufficient and needed to be reviewed to ensure that the WMP met UEU's high standards of service. Additional metrics with data from the 2020-2022 years were added to the 2023 revision of the plan and will continue to be monitored.

E. MONITORING THE EFFECTIVENESS OF INSPECTIONS

UEU will perform inspections on either an annual, 5-year or 10-year cycle, based on GO 95 and GO 165 or fire mitigation recommendations. Any areas found that need improvement or appear hazardous will be documented with a work order, given a priority, and the work order will be tracked. When completed the work order will have a close date.

The Electric Utility Director will assign qualified internal staff or engage a third party to review and audit the equipment and line inspection programs called out in the Wildfire Mitigation Plan after the completion of the first six months of the plan. The assigned auditor will:

- Review records for the inspection programs;
- Interview staff performing inspections to assess their knowledge of the inspection programs;
- Monitor staff performing inspection activities;
- Review deficiencies noted in the programs;
- Identify systemic issues or problems;
- Note the timeliness of corrective actions;
- Pick a random sample of some completed corrective actions and verify the effectiveness of the corrective actions; and
- Issue a written report of findings.

The Superintendent of Utility Operations will review the audit findings and assign corrective
Ukiah Electric Utility Wildfire Mitigation Plan

action as applicable. A copy of the audit report will be routed to the Director.

9. INDEPENDENT AUDITOR

Public Utilities Code section 8387(c) requires UEU to contract with a qualified independent evaluator with experience in assessing the safe operation of electrical infrastructure to review and assess the comprehensiveness of this Wildfire Mitigation Plan.

UEU had the Plan reviewed using Power Engineers in June of 2020 following initial approval of the City Council in November 2019.

The report from the independent evaluator is available on UEU's website. The results of the independent evaluator were presented to the Ukiah City Council at a public meeting on June 17, 2020.

Subsequent revisions of the WMP, including the 2023 major update will be presented to the Ukiah Valley Fire Chief to evaluate the plan. The Fire Chief's comments will be treated as an independent auditor and will be incorporated, as needed, into future revisions.

Appendix A

Ukiah Electric Utility Wildfire Prevention Program

1. Introduction

A. Purpose

The purpose of the Ukiah Electric Utility (UEU) Wildfire Prevention Program is to establish a framework for the electric utility to conduct an effective, coordinated program to prevent catastrophic impacts to its infrastructure from wildfire. This program is a significant component of the UEU Wildfire Mitigation Plan required by SB901. The Program aims to prevent the start of wildfires from utility operations in and around the City of Ukiah.

B. Goals & Objectives

- a. Prevent electric utility caused wildfire by identifying hazards that pose a potential threat of ignition.
- b. Prioritize prevention efforts by increasing inspections on overhead lines in tier 2 fire threat areas.
- c. Improve and increase fuel reduction activities conducted during inspections.
- d. Develop enhanced inspection techniques using Infrared Technology.
- e. Develop a drone inspection program for overhead lines.
- f. Create community awareness for utility wildfire prevention.

2. Strategy/Scope of Work

A. Detailed Corrective Maintenance Program Inspections

UEU performs a service territory-wide inspection of its electric distribution system on inspection cycles outlined by General Order 95 (GO95) and General Order 128 (GO128). In general, utilities must patrol their systems once a year in urban areas and conduct detailed inspections at a minimum of every three to five years. These inspections help mitigate wildfire risk by providing additional information about the electric distribution system and conditions that could result in ignition.

UEU will implement a detailed inspection of facilities in the Tier 2 areas of the City on an annual basis, in late spring, and expanding the inspections to include additional fuels reduction and vegetation management in mid-summer. The following resources will be used to accomplish this:

- UEU-CPUC Fire Threat Map
- Department Inspection Checklist

As part of its efforts to make its electric system more resistant to wildfires, UEU designed and actively maintains a vegetation management program aimed at keeping trees and brush clear of power lines. In areas where current GO95 rules are currently met, UEU is evaluating and assessing areas where vegetation management may need to exceed GO95 requirements, eliminating vegetation overhang near power lines and

increasing the clearance distances. In identified high risk areas that border or are close to Tier 2 wildfire threat areas, the radial clearance of branches or foliage from bare conductors will be increased to 12'.

UEU's strategy for conducting its vegetation management program focuses on annual, routine inspections. In 2020, UEU began an electronic tree database to project growth and cycles of trimming needed to maintain clearances. The database includes information pertaining to the tree including species, height, diameter, growth rate and clearance. This history provides UEU information on trimming cycles and which trees require work annually.

UEU's vegetation management operations are conducted in compliance with the City's Tree Management Guidelines and the City's Landmark Tree Program Guidelines and Policies. All debris associated with pruning operations are chipped and recycled.

- B. UEU piloted a program utilizing infrared (IR) inspections for overhead distribution equipment in 2019 to identify potential issues on electrical equipment and connections that are not identifiable during visual inspections. These issues could potentially lead to wire down or result in ignition sources on the system. The program proved to be extremely successful identifying several instances that would have resulted in significant outage time and lead the Utility to extend the inspections to include underground facilities. Due to the success of the IR Pilot, UEU intends to create a formalized program for periodic IR inspections. The program will include the assembly of a thermography team that will be responsible for performing quality checks on equipment and facilities. These inspections will initially be performed annually in the high fire threat areas. Frequency of these inspections will be evaluated to determine if yearly inspections are warranted.
- C. UEU has enhanced its existing inspection efforts by implementing and utilizing drones. In spring of 2022, UEU began IR inspections using a drone, providing an up close look at the system infrastructure. This innovative technology is capable of capturing imagery from multiple angles, including above and allows qualified personnel to gain visual perspective that cannot be gained from ground inspections. The images and data obtained by these inspections will be evaluated by engineering staff to assess risk, determine trends and patterns of infractions. Drone technology has the potential to rapidly detect problems before they become a safety issue.
- D. UEU will coordinate with the City Manager's office to educate the public on the UEU's wildfire prevention activities. Dissemination of information will be done through a variety of channels such as UEU's quarterly newsletter, Facebook and the City's website.



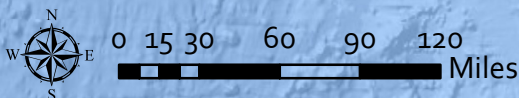
CPUC Fire-Threat Map

Adopted by CPUC January 19, 2018

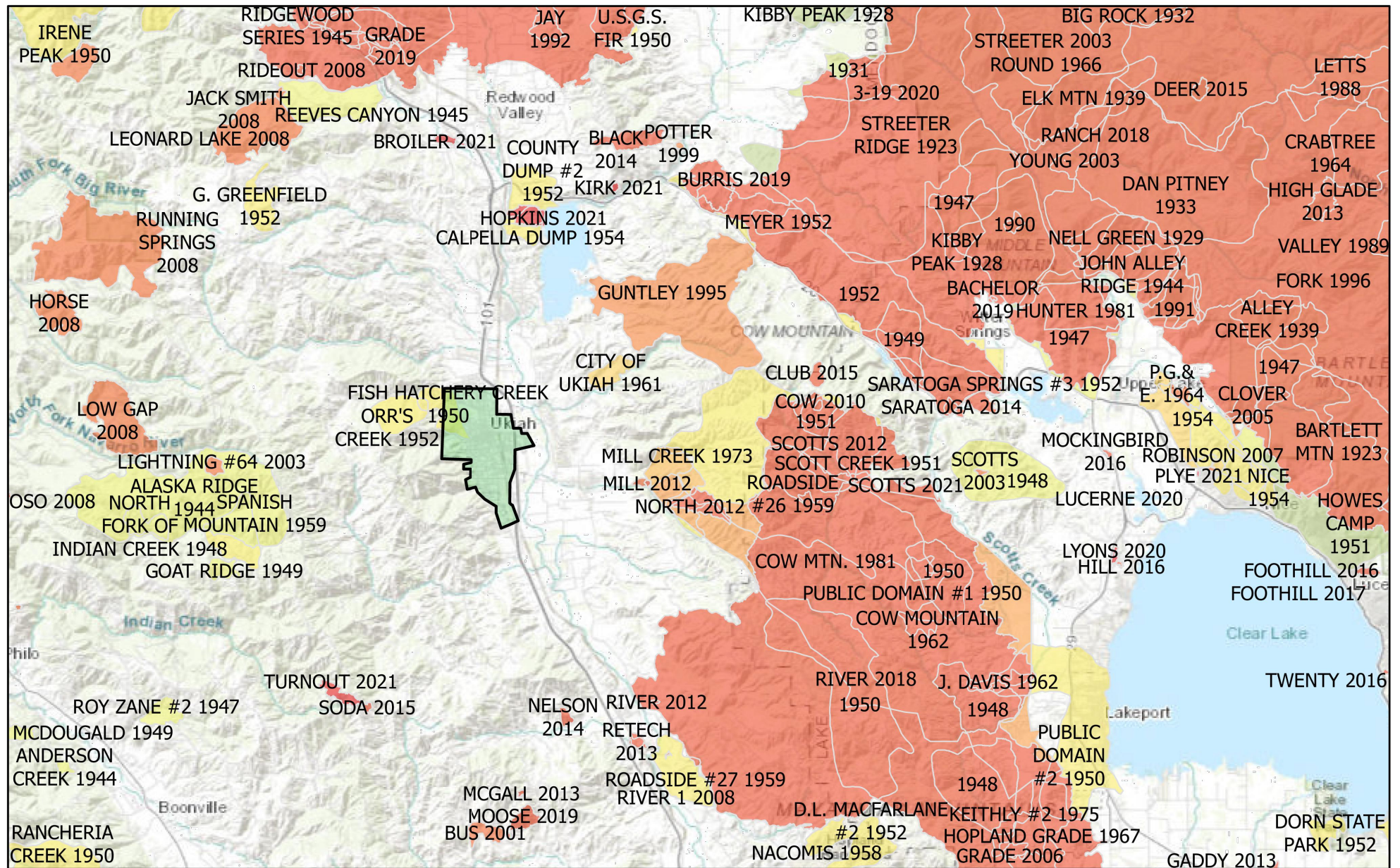
The data portrayed in the CPUC Fire-Threat Map were developed under Rulemaking 15-05-006, following procedures in Decision (D.) 17-01-009, revised by D.17-06-024, which adopted a work plan for the development of a utility High Fire-Threat District (HFTD) for application of enhanced fire safety regulations. The aforementioned decisions ordered that the HFTD be comprised of two individual map products. One of those map products is this CPUC Fire-Threat Map. The CPUC Fire-Threat Map depicts areas where enhanced fire safety regulations found in Decision 17-12-024, will apply. The final CPUC Fire-Threat Map was submitted to the Commission via a Tier 1 Advice Letter that was adopted by the Commission's Safety and Enforcement Division (SED) with a disposition letter on January 19, 2018. All data and information portrayed on the CPUC Fire-Threat Map are for the expressed use called out in D.17-12-024, and any other use of this map are not the responsibility or endorsed by the Commission or it's supporting Independent Review Team.

Fire-Threat Areas

-  Tier 2 - Elevated
-  Tier 3 - Extreme
-  Counties

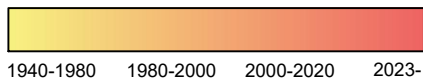


HISTORICAL FIRE DATA



5/9/2023

LEGEND:

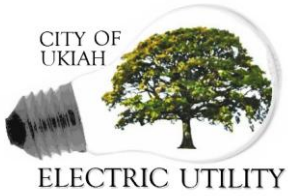


1:288,895



0 1.75 3.5 7 mi
0 3 6 12 km

Bureau of Land Management, Esri, HERE, Garmin, USGS, NGA, EPA,
USDA, NPS



Ukiah Electric Utility

20254 WILDFIRE MITIGATION PLAN

TABLE OF CONTENTS

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1.	OVERVIEW - WILDFIRE MITIGATION PLAN.....	4
A.	POLICY STATEMENT	4
B.	PURPOSE	4
C.	ORGANIZATION	5
D.	DEFINITIONS AND ACRONYMS	5
2.	OBJECTIVES OF THE WILDFIRE MITIGATION PLAN.....	6
A.	MINIMIZING SOURCES OF IGNITION.....	6
B.	RESILIENCY OF THE ELECTRIC GRID	6
C.	WILDFIRE PREVENTION STRATEGIES & PROGRAMS.....	6
D.	IDENTIFYING UNNECESSARY OR INEFFECTIVE ACTIONS 8 IDENTIFYING UNNECESSARY OR INEFFECTIVE ACTIONS..... 9	8 9
3.	ROLES AND RESPONSIBILITIES..... 9 ROLES AND RESPONSIBILITIES 10	9 10
A.	GOVERNANCE STRUCTURE..... 9 GOVERNANCE STRUCTURE 10	9 10
B.	ROLES AND RESPONSIBILITIES FOR PLAN EXECUTION 9 ROLES AND RESPONSIBILITIES FOR PLAN EXECUTION..... 10	9 10
C.	COORDINATION WITH JOINT POLE INFRASTRUCTURE PROVIDERS 11 COORDINATION WITH JOINT POLE INFRASTRUCTURE PROVIDERS..... 12	11 12
D.	COORDINATION WITH CITY OF UKIAH DEPARTMENTS 11 COORDINATION WITH CITY OF UKIAH DEPARTMENTS..... 12	11 12
E.	CAL OES STANDARDIZED EMERGENCY MANAGEMENT SYSTEM 12 CAL OES STANDARDIZED EMERGENCY MANAGEMENT SYSTEM 13	12 13
4.	WILDFIRE RISK AND RISK DRIVERS 13 WILDFIRE RISK AND RISK DRIVERS 14	13 14
A.	ENTERPRISE SAFETY AND WILDFIRE RISK METHODOLOGY... .. 13 ENTERPRISE SAFETY AND WILDFIRE RISK METHODOLOGY..... 14	13 14
B.	SYSTEM AND OPERATIONAL RISK..... 13 SYSTEM AND OPERATIONAL RISK 14	13 14
C.	GEOGRAPHICAL & CLIMATE RISK 14 GEOGRAPHICAL & CLIMATE RISK 15	14 15
D.	CPUC HIGH FIRE THREAT DISTRICTS..... 15 CPUC HIGH FIRE THREAT DISTRICTS 16	15 16
5.	WILDFIRE PREVENTION STRATEGY AND PROGRAMS. 15 WILDFIRE PREVENTION STRATEGY 16	15 16

	<u>AND PROGRAMS</u>	<u>16</u>
A.	<u>STRATEGY – VEGETATION MANAGEMENT.....</u>	<u>15</u>
	<u>STRATEGY – VEGETATION MANAGEMENT.....</u>	<u>16</u>
B.	<u>STRATEGY – ENHANCED INSPECTIONS</u>	<u>17</u>
	<u>STRATEGY - ENHANCED INSPECTIONS</u>	<u>18</u>
C.	<u>STRATEGY – SITUATIONAL AWARENESS.....</u>	<u>17</u>
	<u>STRATEGY - SITUATIONAL AWARENESS</u>	<u>18</u>
D.	<u>STRATEGY – OPERATIONAL PRACTICES.....</u>	<u>18</u>
	<u>STRATEGY - OPERATIONAL PRACTICES</u>	<u>19</u>
E.	<u>STRATEGY – SYSTEM HARDENING</u>	<u>18</u>
	<u>STRATEGY - SYSTEM HARDENING</u>	<u>19</u>
F.	<u>STRATEGY – PUBLIC SAFETY AND NOTIFICATION.....</u>	<u>19</u>
	<u>STRATEGY - PUBLIC SAFETY AND NOTIFICATION</u>	<u>20</u>
G.	<u>STRATEGY – RECLOSING AND DEENERGIZATION.....</u>	<u>19</u>
	<u>STRATEGY - RECLOSING AND DEENERGIZATION</u>	<u>20</u>
H.	<u>STRATEGY – WILDFIRE RESPONSE & RECOVERY.....</u>	<u>19</u>
	<u>STRATEGY - WILDFIRE RESPONSE & RECOVERY</u>	<u>21</u>
I.	<u>PROGRAM – UEU WILDFIRE PREVENTION PROGRAM.....</u>	<u>20</u>
	<u>PROGRAM – UEU WILDFIRE PREVENTION PROGRAM.....</u>	<u>22</u>
J.	<u>PROGRAM – UEU 5-YEAR CAPITAL IMPROVEMENT PLAN.....</u>	<u>20</u>
	<u>PROGRAM – UEU 5-YEAR CAPITAL IMPROVEMENT PLAN.....</u>	<u>22</u>
K.	<u>PROGRAM – COU EMERGENCY OPERATIONS PLAN</u>	<u>20</u>
	<u>PROGRAM – COU EMERGENCY OPERATIONS PLAN.....</u>	<u>22</u>
6.	<u>COMMUNITY OUTREACH AND EDUCATION</u>	<u>21</u>
	<u>COMMUNITY OUTREACH AND EDUCATION</u>	<u>23</u>
7.	<u>RESTORATION OF SERVICE</u>	<u>21</u>
	<u>RESTORATION OF SERVICE</u>	<u>23</u>
8.	<u>EVALUATION OF THE PLAN.....</u>	<u>22</u>
	<u>EVALUATION OF THE PLAN</u>	<u>24</u>
A.	<u>METRICS FOR MEASURING PLAN PERFORMANCE</u>	<u>22</u>
	<u>METRICS FOR MEASURING PLAN PERFORMANCE</u>	<u>24</u>
B.	<u>IMPACT OF METRICS ON PLAN.....</u>	<u>24</u>
	<u>IMPACT OF METRICS ON PLAN</u>	<u>27</u>
C.	<u>MONITORING AND AUDITING THE PLAN.....</u>	<u>24</u>
	<u>MONITORING AND AUDITING THE PLAN</u>	<u>27</u>
D.	<u>IDENTIFYING AND CORRECTING DEFICIENCIES IN THE PLAN.....</u>	<u>24</u>
	<u>IDENTIFYING AND CORRECTING DEFICIENCIES IN THE PLAN.....</u>	<u>27</u>

E.	MONITORING THE EFFECTIVENESS OF INSPECTIONS 25 <u>MONITORING THE EFFECTIVENESS OF INSPECTIONS</u>	25 <u>28</u>
9.	INDEPENDENT AUDITOR 26 <u>INDEPENDENT AUDITOR</u>	26 <u>29</u>
10.	APPENDICIES.....	
	27 <u>29</u>	
A.	WILDFIRE PREVENTION PROGRAM.....	
	27 <u>29</u>	
B.	CPUC FIRE THREAT MAP	
C.	LOCAL WILDFIRE HISTORY MAP	

1. OVERVIEW

A. POLICY STATEMENT

Ukiah Electric Utility has been operating its electric system for over one-hundred years. Public and employee safety is paramount in the operation, construction and maintenance of the electric system. Given recent, catastrophic wildfires in California, the state passed Senate Bill (SB) 901 in September 2018 requiring every publicly owned utility to construct, maintain, and operate its electric facilities in a manner that reduces the risk of utility caused fires. Assembly Bill (AB) 1054

Ukiah Electric Utility Wildfire Mitigation Plan

by Assemblyman Holden amended SB901 with the requirement that every publicly owned utility must prepare and present a Wildfire Mitigation Plan (WMP) to its governing body annually and file the plan with the newly created California Wildfire Safety Advisory Board. SB901 requires the WMP's to incorporate key components that are foundational to reducing the risk of utility caused wildfires.

The risk of wildfire continues to be a top concern for the community of Ukiah. The increased risk of devastating wildfires coupled with increased housing in and adjacent to wildland urban interfaces (WUI) requires Ukiah Electric Utility to continually rethink past operational procedures, construction standards, and develop new ways to improve the record of safe and reliable electric service.

Portions of Ukiah Electric Utility's (UEU) electrical infrastructure is located in and adjacent to California Public Utilities Commission (CPUC) designated Tier 2 wildfire threat areas. Ukiah Electric Utility's overarching goal is to provide safe, reliable, and affordable electric service to its local community. ~~In order to~~ To meet this goal, UEU constructs, maintains, and operates its electrical lines and equipment in a manner that minimizes the risk of catastrophic wildfire posed by its electrical lines and equipment.

This document is Ukiah Electric Utility's Wildfire Mitigation Plan developed in response to the requirements of SB901 and provides City staff with a guideline to implement and track efforts to reduce utility caused wildfires. —

B. PURPOSE OF THE WILDFIRE MITIGATION PLAN

This Wildfire Mitigation Plan (WMP) describes the range of activities that UEU is taking or considering, to mitigate the threat of powerline ignited wildfires, including its various programs, policies, and procedures. This plan complies with the requirements of Public Utilities Code section 8387 for publicly owned electric utilities to prepare a wildfire mitigation plan by January 1, 2020, and annually thereafter. The Plan will be iterative, promote continuous improvement year-over-year, and represent best efforts to implement industry best practices in a prudent and reasonable manner.

UEU is a department within the City of Ukiah. For wildfire prevention and response, UEU is subordinate to the Ukiah Valley Fire Authority (UVFA) and the City of Ukiah Police Department (UPD).

The City of Ukiah adopted an Emergency Operations Plan (EOP) in 2021 and the Building Community Preparedness and Resilience Program in 2019. The UEU Wildfire Mitigation Plan supports the aspirational goals of these plans in the area of Wildland Fire. The objectives of the Plans specifically supported by this UEU Wildfire Mitigation Plan are as follows:

1. Educate the public about wildland fire dangers and the steps that can be taken to prevent or minimize their effects.

2. Maintain Emergency Operations Center for coordination of information and resources.
3. Reduce the potential for destructive actions of the fire, should ignition occur, utilizing fire pre-plans, ensuring a properly trained, staffed, and equipped emergency response capability, and timely response to prevent the spread of the fire, minimizing risks to humans and property.
4. Ensure that adequate resources are available to plan for incidents that may occur in the high fire hazard severity zones within the City of Ukiah.

C. ORGANIZATION OF THE WILDFIRE MITIGATION PLAN [PRC Section 8387]

This Wildfire Mitigation Plan includes the following elements:

Section 2 - Objectives of the Plan;

Section 3 - Roles and responsibilities for carrying out the Plan;

Section 4 - Identification of key wildfire risks and risk drivers;

Section 5 - Description of wildfire prevention, mitigation, and response strategies and programs;

Section 6 - Community outreach and education;

Section 7 - Restoration of service following a wildfire;

Section 8 - Metrics for evaluating the Performance of the WMP and identifying areas for improvement;

Section 9 - Independent audit of the Plan.

D. DEFINITIONS AND ACRONYMS

- a. COU or City – City of Ukiah
- b. CPUC - California Public Utilities Commission is a regulatory agency that regulates privately owned public utilities in California.
- c. ICS – Incident Command System is a standardized approach to the command, control and coordination of emergency response.
- d. IR – Infrared technology that uses thermography to recognize hot spots in electrical equipment.
- e. EOP – Emergency Operations Plan is a City Plan, formerly known as the Multi Hazard Emergency Response Plan that establishes communication, facilitates collaboration and ensures compliance with local, state and federal emergency management agencies.
- f. LIDAR – Light detection and ranging is a remote sensing technology that uses light in the form of a pulsed laser to measure distances.
- g. MTA – Mendocino Transit Authority
- h. OES – Mendocino County Sheriff's Office of Emergency Services
- i. PRC – Public Resource Code

Ukiah Electric Utility Wildfire Mitigation Plan

- j. SCADA – Supervisory Control and Data Acquisition is a computer system for gathering and analyzing real time data.
- k. UEU – Ukiah Electric Utility.
- l. UPD – Ukiah Police Department.
- m. UVFA – Ukiah Valley Fire Authority.
- n. WMP – Wildfire Mitigation Plan refers to this plan as ordered by Senate Bill 901.

2. OBJECTIVES OF THE WILDFIRE MITIGATION PLAN [PRC -8387 (b)(2)(B)]

A. MINIMIZING SOURCES OF IGNITION

The primary goal of this WMP is to minimize the probability that UEU's transmission and distribution system may be the origin or contributing source for the ignition of a fire as well as to protect the system from wildfire damage.

UEU is continually evaluating prudent and cost-effective improvements to its physical assets, operations, and training to help meet this objective. UEU will implement these changes consistent with this WMP as staffing and budget allow.

B. RESILIENCY OF THE ELECTRIC GRID

The secondary goal of this WMP is to improve the resiliency of the electric grid. As part of the development and on-going implementation of this plan, UEU will assess new industry practices and technologies that will reduce the likelihood of an interruption (frequency) in service and improve the restoration of service.

Other resiliency efforts include mitigating fire fuels in areas that are a threat to our facilities and equipment along with reducing the chance that lives or property will be lost to wildfire. Additionally, improved fire coordination will improve resiliency and help avoid the need for public safety power shut off protocols during high fire threat weather. Fire fuels reduction and improved fire response will be addressed in the UEU Wildfire Prevention Program.

C. WILDFIRE PREVENTION STRATEGIES & PROGRAMS [PRC-8387 (b)(2)(C)]

1. Strategies

The following strategies are part of this Plan and described in more detail in Section 5.

- **VEGETATION MANAGEMENT**
These strategies help to control vegetation near to UEU overhead transmission and distribution lines so they better adhere to clearance specifications. They also include fire fuels mitigation and other work to prevent the system from causing a fire and to protect our system from fire.

- **ENHANCED INSPECTIONS**
These strategies consist of assessment and diagnostic activities as well as associated corrective actions. The practices in this category aim to ensure all infrastructure is in working condition and vegetation adheres to defined minimum distance specifications.
- **SITUATIONAL AWARENESS**
These strategies consist of methods to improve system visualization and awareness of environmental conditions. The practices in this category aim to provide tools to improve the other components of the plan.
- **OPERATIONAL PRACTICES**
These strategies consist of proactive, day-to-day actions taken to mitigate wildfire risks. The practices in this category aim to ensure UEU is prepared in high-risk situations, such as dry, windy environmental conditions.
- **SYSTEM HARDENING**
These strategies consist of system, equipment, and structure design and technical upgrades that are identified by UEU's engineering staff and implemented through the 5-year Capital Improvement Plan. The practices in this category aim to improve system hardening to prevent contact between infrastructure and fuel sources, such as vegetation and animals. It also includes making the system more resilient to wildfire and other disasters.
- **PUBLIC SAFETY AND NOTIFICATION**
These strategies will focus on ways to engage the community as partners in preventing and identifying wildfire risk. They include improving outage notification and other items in the interest of public safety.
- **RECLOSING AND DEENERGIZATION**
These strategies include discussion of de-energization as well as circuit reclosing.
- **WILDFIRE RESPONSE & RECOVERY**
These strategies consist of procedures to react to wildfire or other related emergency conditions. The practices aim to formalize protocols for these situations, so UEU can provide an adequate response and recovery.
- **STAFFING & STAFF TRAINING**
UEU will not be able to reduce the risk of wildfire without staff. Further, electric department staffing must be maintained at appropriate levels with training to maintain staff knowledge and preparedness. This may include cross training to build redundancies within the department and from time-to-time succession planning for known and pending retirements.

2. Programs

The strategies above will, as budgetary constraints and staffing permit, be developed and implemented through the following programs and coordinated as part of this WMP and are described in more detail in Section 5.

- UEU Wildfire Prevention Program - Appendix A
- UEU Distribution Capital Improvement Program
- COU Emergency Response Plan (EOP)

UEU Wildfire Prevention Strategies and Program Matrix

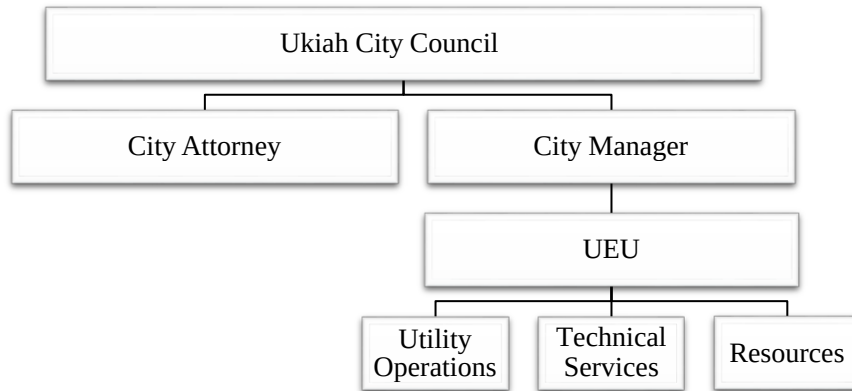
	Wildfire Prevention Plan	5-year Capital Improvement Plan	COU EOP
Vegetation Management	x		
Enhanced Inspections	x	x	
Situational Awareness		x	x
Operational Practices		x	x
System Hardening		x	
Public Safety & Notification	x		x
Reclosing & De-energization	x	x	x
Wildfire Response & Recovery	x		x

D. IDENTIFYING UNNECESSARY OR INEFFECTIVE ACTIONS

The final goal for this WMP is to measure the effectiveness of specific wildfire mitigation strategies. UEU will assess the merits of modifications. This plan will also help determine if more cost-effective measures would produce the same or improved results.

3. ROLES AND RESPONSIBILITIES [PRC-8387 (b)(2)(A)]

A. UEU GOVERNANCE STRUCTURE



This WMP is subject to the direct supervision by the Ukiah City Council (Council) and will be implemented by the UEU Director ("Director"). The City of Ukiah, a general law city, has a City Council - manager form of governance. The City Council is the Utility Commission for UEU.

B. ROLES AND RESPONSIBILITIES FOR PLAN APPROVAL AND EXECUTION

Approval and Public Input: Ukiah Electric Utility is under the governance of the Ukiah City Council. Every revision of the Wildfire Mitigation Plan is approved by the City Council, at a scheduled City Council meeting. Council meetings are public. The public can review the Staff Report and Wildfire Mitigation Plan 72 hours in advance of the meeting and may provide written comment or attend the meeting in person to be heard. The City Council will either adopt the Plan or provide additional direction to the Staff during the meeting.

Executive Level Responsibility: The Director will oversee implementation and ensure that staff follow procedures and protocols. Additionally, the Director, or designee, will manage the execution of performance monitoring. This includes providing guidance to staff and leading the development of reports. The staff responsible for each metric area will aggregate relevant metrics at the direction of the Director.

1. **Program Owners:** The table below outlines the current assignments and are subject to change.

Program	Owner
UEU Wildfire Prevention Program	COU Fire Marshal's Office and UEU Director
UEU Distribution Capital Improvement Program	UEU Director
COU EOP	COU Office of Emergency Management Coordinator

2. **Strategy Leads:** The table below outlines the proposed assignments and are subject to change.

Strategy	Lead Personnel	Key Technical Personnel
Vegetation Management	Electric Superintendent	Senior Electrical Engineer
Enhanced Inspections	Electric Superintendent Electrical Technicians	Senior Electrical Engineer Electric Superintendent Foreman Electrical Technicians
Situational Awareness	EU Director	Senior Electrical Engineer Electric Superintendent
Operational Practices	Senior Electrical Engineer	Electric Superintendent
System Hardening	Senior Electrical Engineer	Senior Electrical Engineer Electric Superintendent
Public Safety & Notification	EU Director	EU Program Coordinator Management Analyst
Reclosing & De-energization	Senior Electrical Engineer	Senior Electrical Engineer Electric Superintendent Foreman
Wildfire Response & Recovery	Electric Superintendent	COU Fire Chief Senior Electrical Engineer Line Foremen

C. **COORDINATION WITH JOINT POLE INFRASTRUCTURE PROVIDERS**

For joint pole fire prevention, UEU takes the lead role and informs the subordinate providers when UEU identifies any compromised poles due to third-party attachments. UEU coordinates with communication and electric infrastructure providers throughout the year when work on the system effects their equipment and identifies safety issues. If UEU staff discovers a facility in need of repair owned by an entity, UEU may issue a notice to repair to the facility owner and work to ensure that necessary repairs are promptly completed. During emergencies, UEU assumes the primary role and informs providers when there is damage or risk to their equipment.

D. **COORDINATION WITH CITY OF UKIAH DEPARTMENTS Ukiah Valley**

Fire Authority

The Ukiah Valley Fire Authority is the lead agency in cooperation with UEU for implementation of the UEU Wildfire Prevention & Improved Communication Program. UVFA is the City's lead for emergency operations and directs UEU regarding public safety priorities.

Ukiah Electric Utility Wildfire Mitigation Plan

Ukiah Police Department

UEU coordinates with UPD and is subordinate for emergency and public safety issues. UEU will work closely with the UPD for situational awareness and other public safety issues related to this WMP.

Ukiah Public Works Department

UEU is investigating opportunities to harden the electrical system and increase survivability for traffic control, water and wastewater infrastructures. During wildfires and other public safety events, UEU will work closely with Public Works to ensure water/wastewater facilities and other critical infrastructure have power. These facilities are not only critical for defending the City from wildfire, but are essential for safe repopulation following any disaster. Additionally, the Mendocino Transit Authority (MTA) is a critical operation for evacuations during emergencies and will be part of planning and operational review process.

Ukiah Community Services Department

UEU is partnered with the COU Community Services Department as part of the UEU Wildfire Prevention Program for fire fuels mitigation as well as other programs and projects.

Other COU Departments and Administration

UEU, as a member of the City of Ukiah Team, will work to ensure information regarding warnings, alerts, and widespread outages are shared with other departments. The City's Communications Team will be an integral part of getting information out to the media and public and will be coordinated with either and/or both the City's Emergency Management Coordinator as well as any Incident Command in place.

E. CAL OES STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

As a utility department of the COU located in Mendocino County, UEU may participate in various emergency operation centers depending on the situation and lead agency. As a local governmental agency, COU has planning, communication, and coordination obligations pursuant to the California Office of Emergency Services' Standardized Emergency Management System ("SEMS") Regulations, adopted in accordance with Government Code section 8607. The SEMS Regulations specify roles, responsibilities, and structures of communications at five different levels: field response, local government, operational area, regional, and state. The COU maintains a EOP that includes UEU. The COU works closely with Mendocino County to coordinate emergency operations, including the Mendocino County Sheriff's Office of Emergency Services (OES).

The Mendocino County Sheriff's Office of Emergency Services (OES) coordinates with Federal, State, and local agencies to prepare, respond, and recover from emergencies and natural disasters.

- OES is responsible for maintaining and updating the County Multi Hazard Mitigation Plan, which is an all-hazards plan for Mendocino County.

- OES also coordinates and maintains the county Emergency Operation Center (EOC). The EOC can be used during a major incident to carry out the principles of emergency preparedness and emergency management between multiple agencies.
- The Office of Emergency Services provides technical advice to the Sheriff on local emergency declarations and his direct link to the California Governor's Office of Emergency Services during disasters or any other critical incident. In the event of a major incident OES can work with CAL OES to obtain a Presidential proclamation.
- OES works closely with other local agencies assisting them in preparing emergency plans and in disaster training. OES works as a point of contact for local agencies to the California Governor's Office of Emergency Services.

Pursuant to this structure, UEU coordinates and communicates with the relevant local, state and Federal agencies. This includes participating in City & County EOC exercises as well as providing annual safety meetings. Pursuant to the Emergency Operations Program, an UEU EOC Liaison will participate in the City or County EOC using the standardized Incident Command System (ICS).

4. WILDFIRE RISK AND RISK DRIVERS [PRC-8387 (b)(2)(J)]

This section of the WMP identifies, describes and prioritizes wildfire risks and drivers found within UEU's territory.

A. ENTERPRISE SAFETY AND WILDFIRE RISK METHODOLOGY [PRC-8387 (b)(2)(L)]

To ascertain the level of risk to our system, staff looked at our historic outages caused by animals, birds, vegetation, car-pole accidents, and overhead equipment failures as a way to assess wildfire risk. These events were selected because such events can create circumstances such as wire down or sparking that can result in an ignition source. Additionally, UEU will review historic fire records to see if there are other areas of risk that should be addressed.

B. SYSTEM AND OPERATIONAL RISK

UEU's designs and constructs its electric facilities to meet or exceed the relevant federal, state, or industry standards. UEU uses the CPUC General Order (GO) 95 as a key industry standard for design and construction standards for overhead electrical facilities and, as such, meets or exceeds all applicable standards in GO 95. Additionally, UEU monitors and follows, as appropriate, the National Electric Safety Code.

Risk drivers associated with design, construction, operations, and maintenance, within our 4.3 square mile service territory include vegetation, overhead equipment, and operational work practices in the CPUC Tier 2 high fire threat areas that account for approximately 10% of UEU's facilities.

- (a) Vegetation near UEU electric lines presents a risk for utility caused wildfires. Mitigation of this risk is done through routine tree trimming and inspections. As outlined in 5A, UEU meets or exceeds the CPUC's GO95 requirements by increasing the radial clearance of branches to 6 feet throughout the COU and up to 12 feet in some areas adjacent to the Tier 2 high fire threat areas.
- (b) Overhead utility equipment can present a risk of a utility caused wildfire. Mitigation efforts include design standards, periodic review of equipment for potential alternates. UEU will review design standards for equipment on a yearly basis for possible modifications.
- (c) Certain work practices or operations can increase the risk of ignition. To mitigate, during red flag conditions, Staff will eliminate unnecessary activities that could result in a utility caused wildfire. Additional inspections may be performed during and after the conclusion of the red flag event.

C. GEOGRAPHICAL & CLIMATE RISK

Ukiah typically experiences cool, wet winters and hot, dry summers creating extreme fire weather conditions especially from May through October. Daily temperatures during fire seasons (June-October) can be above 90° Fahrenheit with a relative humidity of less than 30%. Wind conditions throughout the year average 3-5mph, with gusts up to 35mph. Typical vegetation within UEU's service territory include various types of trees including redwood, oak, pine and fir trees as well as annual grasses. Areas of dense brush and annual grasses are present, and result in high fire danger and significant fires especially during wind events. These conditions combine to create extreme fire danger. The risk of catastrophic wildfire in the area increases as the recent trend of drought conditions continue. The west side of Ukiah presents a greater potential for wildfire and is partially classified as a Tier 2 Wildfire Threat Area. Within the Utility's service territory and surrounding areas, the primary wildfire risks include:

- a) Extended drought or periods of below average rainfall can increase dry vegetative fuel loads, increasing wildfire risk. Prolonged drought can also impact and weaken trees. The City's vegetation management program identifies and catalogs tree information, including species, estimated age, diameter, and height. The program assesses diseased or dying trees and allows for removal. Routine visual inspections allow the Utility to remain aware of this risk factor.
- b) Vegetation type; The western hills area contains dense chaparral and mixed hardwood forest, native trees such as California Bay Laurel, Black Oak with significant poison oak and fern undergrowth. A shaded fuel break was constructed along the base of the western hills along the entire length of the City to reduce fuel loads and protect the community from wildfire risk.
- c) Vegetation density in high fire threat areas increases the risk and speed of which wildfire can spread. Increasing vegetation clearance from overhead power lines in high fire threat and adjacent areas lowers the risk of wildfire.
- d) Weather and periods of significant low humidity can dry vegetative fuels and

increase the potential for ignition. The City monitors the National Weather Service for alerts related to red flag warnings and weather events that could potentially effect UEU's service territory to ensure awareness of the elevated risk.

- e) High winds and gusts can down trees, break branches or damage utility equipment. The City monitors the National Weather Service for wind warnings and advisories that affect UEU's service territory. The increased vegetation clearing in high fire threat areas reduces the risk of ignition caused by these events.
- f) Wildfire history in and around the Ukiah city limits is shown in Appendix C

D. CPUC HIGH FIRE THREAT DISTRICTS [PRC-8387 (b)(2)(K)]

UEU will incorporate the California Public Utility Commission's (CPUC) Fire Threat Map (Exhibit A) into its construction, inspection, maintenance, repair, and clearance practices, where applicable.

UEU reviews the CPUC Fire Threat Map annually to identify needed adjustments to hazard threat levels due to changes in urban development and/or vegetation conditions. When adjustments are identified, UEU collaborates with Ukiah Valley Fire Authority and City Departments and CAL FIRE to update the CPUC Fire Threat Map data and UEU's Fire Threat Map accordingly. The UEU's Fire Threat Map depicts the highest fire threat known.

5. WILDFIRE PREVENTION STRATEGY AND PROGRAMS

A. STRATEGY – VEGETATION MANAGEMENT [PRC-8387 (b)(2)(H)]

UEU meets or exceeds the minimum industry standard vegetation management practices. For both transmission and distribution level facilities, UEU meets: (1) GO 95 Rule 35; and (2) the GO 95 Appendix E Guidelines to Rule 35 (See table below). These standards require significantly increased clearances in the High Fire Threat areas. In identified high risk areas that border or are close to Tier 2 wildfire threat areas, the radial clearance of branches or foliage from bare conductors will be increased up to 12', unless such aggressive trimming would cause fatal damage to the tree or if the trimming would create adverse secondary consequences. The recommended time-of-trim guidelines do not establish a mandatory standard but instead provide useful guidance to utilities. UEU has developed a tree inventory to catalog existing trees and will use specific knowledge of growing conditions and tree species to determine the appropriate time of trim clearance in each circumstance. UEU performs this work with arborists and a contract for tree trimming services as needed. Additionally, vegetation clearing is completed at the base of poles to minimize potential sources of spread.

GO 95
Guidelines to Rule 35

The radial clearances shown below are recommended minimum clearances that should be established, at time of trimming, between the vegetation and the energized conductors and associated live parts where practicable. Reasonable vegetation management practices may make it advantageous for the purposes of public safety or service reliability to obtain greater clearances than those listed below to ensure compliance until the next scheduled maintenance. Each utility may determine and apply additional appropriate clearances beyond clearances listed below, which take into consideration various factors, including: line operating voltage, length of span, line sag, planned maintenance cycles, location of vegetation within the span, species type, experience with particular species, vegetation growth rate and characteristics, vegetation management standards and best practices, local climate, elevation, fire risk, and vegetation trimming requirements that are applicable to State Responsibility Area lands pursuant to Public Resource Code Sections 4102 and 4293.

Voltage of Lines	Radial Clearance of Bare Line Conductors from Tree Branches or Foliage
Radial clearances for any conductor of a line operating at 2,400 or more volts, but less than 72,000 volts	4 feet
Radial clearances for any conductor of a line operating at 72,000 or more volts, but less than 110,000 volts	6 feet
Radial clearances for any conductor of a line operating at 110,000 or more volts, but less than 300,000 volts	10 feet
Radial clearances for any conductor of a line operating at 300,000 or more volts	15 feet

In addition, UEU Wildfire Prevention Program (Appendix A) will include the following enhancements

- No vertical coverage allowed above UEU transmission lines;
- Provide vegetation control in a 30-foot perimeter around the Power Plant and substations conductors.
- For public land, provide easement clear from ground to sky adjacent to UEU facilities, unless to do so would likely result in adverse consequences;
- Work with adjacent customers to get approval for wider clearance on their land. This could include tall, diseased, leaning trees that appear to be at risk of falling into our lines.
- Perform additional vegetation removal for fuels reduction in the easement on an annual rotation to ensure CPUC recommended clearances are maintained based on the fire hazard zone where each transmission and distribution line is located;
- Consider undergrounding areas where heritage trees are prevalent.

B. STRATEGY - ENHANCED INSPECTIONS [PRC-8387 (b)(2)(I)]

Inspections play an important role in wildfire prevention. UEU currently follows the inspection cycles outlined in California General Order 95 and General Order 128. UEU's current inspection activities incorporate several components including annual infrared (IR) patrol of overhead lines and substations, inspection of wood poles, 115 KV lines and GIS data collection and sharing. All patrols and inspections are completed by Journeyman Lineman and documented outlining descriptions of problems found and any action taken to ensure any issues are addressed in a timely manner. If the issues cannot be addressed immediately, work orders are developed and given a priority level with a date for completion. UEU schedules additional patrols in and near the Tier 2 fire threat areas every spring to evaluate any issues prior to fire season. These patrols are documented and addressed in the same manner as the others. Should a critical weather event or ignition happen, inspections would be completed prior to re-energization of any circuit.

Additionally, UEU has implemented the use of unmanned aerial vehicles with IR capability. The frequency of inspections will be increased in the high fire threat areas and when storms or other disasters have significantly impacted our system.

C. STRATEGY - SITUATIONAL AWARENESS

Presently UEU is evaluating to upgrade an automated control management system that can be used during outages. UEU is also investigating advanced metering infrastructure (AMI) technology that has the ability to track customer outages as part of an Outage management System. These systems have not been implemented as of 2025⁴, however AMI is included in the FY25/26 and FY26/27 CIP.

Other efforts will include the following technology in collaboration with Ukiah PD and Ukiah

Ukiah Electric Utility Wildfire Mitigation Plan

Valley Fire Authority:

- Use unmanned aerial vehicles during high fire threat days for early detection, infrared inspection of hard-to-reach areas, and other uses in the interest of public safety;
- Communication system upgrades for wildfire and disaster response and recovery;
- Customer reporting tools for safety issues.

D. STRATEGY - OPERATIONAL PRACTICES

UEU will operate the system in a manner that will minimize potential wildfire risks including taking all reasonable and practicable actions to minimize the risk of a catastrophic wildfire caused by UEU electric facilities. UEU will take corrective action for deficiencies when the staff witnesses or is notified of improperly install or maintained fire protection measures. In addition to those general principles, several new operational practices will help reduce the risk of wildfire and improve the response time in the event of a fire including:

- During high wildfire, threat periods (red flag warnings) perform only essential work and light work that can be completed while performing observations in areas of concern. Staff may be placed at Orchard substation and Mendocino Hydroelectric power plant with an electrical technician or lineman, posting linemen in various parts of the city where the fire danger is higher, and having other field personnel patrolling the city. All personnel will directly report to Fire/Police any hazardous observations. All available UEU Staff placed on standby.
- Collect and maintain wildfire and system data necessary for the implementation and evaluation of this Wildfire Mitigation Plan.

E. STRATEGY - SYSTEM HARDENING

UEU's electric facilities are designed, constructed, and maintained to meet or exceed the relevant federal, state, or industry standard. UEU treats CPUC General Order (GO) 95 as a key industry standard for design and construction standards for overhead electrical facilities. UEU meets or exceeds all standards in GO 95. Additionally, UEU monitors and follows, as appropriate, the National Electric Safety Code. In addition to standards, UEU develops a 5-year capital improvement plan that is considering some or all of the following:

- Addition of remote-controlled field reclosers possibly with arc detection technology;
- Clearing poles with operating devices of flammable vegetation around them with a radius of 12'. Perform this for every wood pole with operating devices in the system for resiliency;
- Provide or clear additional access paths along power line easements and to ensure access and ability to perform maintenance.
- As 115KV transmission poles reach end of useful life for Tier 2 areas, replace with steel

Ukiah Electric Utility Wildfire Mitigation Plan

poles in kind.

- Engineering – Revise construction standards to implement arc suppression components, raptor framing, squirrel guards, tree wire, lightening arresters, and arc suppression fusing.
- Create design standards for new equipment for remote controlled reclosers and implement into the SCADA system.
- Convert overhead lines to underground as feasible and economic;
- Alternative Technologies- UEU will consider the feasibility of implementing alternative technologies, such as wire-break sensing and arc detection technology, as they become available and cost-effective.
- Replacement of overhead fuses with current limiting, non-arcing models in Tier 2 areas.

F. STRATEGY - PUBLIC SAFETY AND NOTIFICATION

The City will coordinate with Ukiah Valley Fire Authority (UVFA) and the Ukiah Police Department (UPD), the City Office of Emergency Management, and the County Office of Emergency Services during emergencies or large-scale outages, utilizing established emergency communication protocols to support outreach and notifications to vulnerable populations.

Customer notification is a vital component of the City's Wildfire Mitigation Plan. The process begins with customer education and continues with timely updates when weather conditions elevate wildfire risk. Educational outreach will be conducted primarily through printed materials, the City's website, and social media platforms.

Should it be necessary to de-energize all or part of the system due to extreme conditions, real time updates will be delivered through social media and other technology tools accessible to City staff. Notifications will be coordinated through the City Manager's Office, the City's Emergency Operations Center (EOC), or other available resources.

The City will make efforts to communicate directly with critical facility operators, such as hospitals, emergency centers, schools, and public agencies prior to any de-energization that will impact their electric service.

The following is part of this WMP is to ensure a high level of communication with the community during high fire threat periods and disasters.

- ~~Coordinate with UVFA and UPD through the City's EOC during emergencies or large scale outages;~~
- ~~Utilize communications protocol with County EOC and/or Health and Human Services for notifications to vulnerable groups by utilizing available resources such as reverse 911, Nixle and other City and County wide notification systems;~~
- ~~Actively update social media using the COU Communications Team.~~

G. STRATEGY - RECLOSING AND DEENERGIZATION

UEU has prioritized monitoring local and real-time conditions to make proactive decisions regarding power shutoffs and re-energizations. UEU leverages its compact service territory and advanced strategies for ongoing risk assessment and real-time monitoring of local weather, ground conditions, and other system threats. This approach allows UEU to be more responsive to actual hazards, ensuring that power shutoffs are enacted timely and in consultation with the City's Office of Emergency Management, Ukiah Valley Fire Authority, Ukiah Police Department, Cal Fire, and other public safety service partners. This approach is used for the following reasons:

- Our service territory is only 4.3 square miles and relatively compact and visible with proper technology;
- UEU expanded wildfire mitigation activities, including enhanced vegetation management and undergrounding beyond the Tier 2 threat areas in an effort to prevent any ignitions near the higher threat areas;
- Over 50% of the City's 77 miles of distribution is underground;
- All law enforcement, fire and hospital facilities are within Tier 1 boundaries;
- Turning off the power in response to regional forecasts and other limited conditions, rather than localized, real time observations, could negatively affect a large portion of UEU's small service territory. negatively impact ;
- Real-time information from staff located in areas identified as at risk of being subject to extreme weather conditions;
- UEU may disable automatic reclosing, enable fast-trip protection, or both, on circuits that traverse Tier 2 areas or are considered a fire risk when local conditions indicate it is necessary;
- We plan to use system hardening, situational awareness, vegetation management and the other strategies to avoid shutting off power.

For public safety, City staff may proactively de-energize all or portions of the City's electric distribution system. De-energization of City power lines may occur due to one or more of the following conditions:

1. Upon the request of Ukiah Valley Fire Authority, Ukiah Police Department, Cal Fire or other State or local public safety agencies.
2. When energized power lines are subject to high winds or other weather or atmospheric conditions that may create a substantial public safety risk.
3. When real time information from qualified City field staff indicated that wind driven vegetation or other combustible debris are threatening City owned electric utility equipment.
4. When PG&E de-energizes the City's transmission source. The City has no control over PG&E's decision to de-energize Ukiah's transmission source.

• As time permits, de-energization of City owned power lines will be coordinated between the City Manager's Office, Electric Department, and all City Public Safety Departments. The decision to de-energize City owned power lines will be communicated to the City Manager's Office as soon as practical.

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Ukiah Electric Utility Wildfire Mitigation Plan

H. STRATEGY - WILDFIRE RESPONSE & RECOVERY

- During a high fire threat event, stage fire protection equipment in a ready status and the COU EOC on standby;
- Staff critical assets for coverage and necessary shift changes during fire events;
- Wildfire Response: Execute the City's EOP
- The City of Ukiah Electric Utility is a member of the California Utility Emergency Association, which plays a key role in ensuring communications between utilities during emergencies including mutual aid. UEU also participate in the Western Energy Institute's Western Region Mutual Assistance Agreement, which is a mutual assistance agreement covering utilities across several western states.

I. PROGRAM – UEU WILDFIRE PREVENTION PROGRAM Appendix A

J. PROGRAM – UEU Capital Improvement Plan

K. PROGRAM – COU EMERGENCY OPERATIONS PLAN

6. COMMUNITY OUTREACH AND EDUCATION

COU, UVFA, UPD and UEU will maintain a proactive outreach and education strategy to create public awareness of fire threats, fire prevention, and available support during a wildfire or large power outages. Prior to an emergency, communication will include regular messages related to wildfire prevention, such as right-of-way management, tree trimming, line inspection, or other relevant topics. Methods of communication will include newsletters (Power Line Newsletter), website updates, social media posts, and public service announcements.

7. RESTORATION OF SERVICE [PRC-8387 (b)(2)(M)]

In the event of a wildfire or other emergency event, UEU will staff up to coordinate activities to restore service. UEU will restore power, following an event, in cooperation with UVFA, UPD, and COU Departments.

UEU management will oversee restoration and response activities. If additional staff is needed, UEU may leverage mutual aid agencies, other City of Ukiah staff, and local aid organizations. The utility may also engage contractors on an as-needed basis.

The following describes the steps typically taken to begin the restoration process:

Assessment. UEU crews must patrol each line segment to determine the extent of damage that has occurred. The patrol involves assessing equipment access issues, any cleanup/debris removal issues and determining personal protective equipment requirements for the crews. UEU works with the local agency in charge of the fire to access impacted areas as soon as the area is deemed safe by fire officials.

Planning. After initial assessment, UEU supervisors, managers and engineers meet to plan the needed work. The team will work with system operations to prioritize the restoration efforts, targeting the circuits that serve the most critical infrastructure needs.

Mobilize. Based on the size and complexity of the rebuild/restoration efforts, UEU will coordinate the crews and material needs internally if possible. Mutual aid and contractors may be used on an “as needed” basis to provide additional support. Though UEU maintains a material vendor list and has contracts it can draw on for labor and material needs; though in instance of widespread catastrophic damage necessary materials and labor could experience shortages that may delay work.

Rebuild. The rebuild effort lead by UEU will commence as soon as areas become safe and accessible. The initial efforts will be to get the lines up and restore the damaged circuits. Depending on the extent of damage, demolition may be performed concurrently or after crews start installing new facilities. UEU will incorporate new materials and technologies as indicated and available.

Restore. UEU, mutual aid, or contract crews will restore electric services to homes and businesses as soon as possible after the wildfire. Depending on the extent of damage, residential and business customers may have to perform repairs on their facilities and pass inspections by local agencies prior to having full electric service restored.

In most cases, the following restoration priorities will be followed depending on the specific incident and available resources:

- Public safety in the affected areas;
- Worker safety in performing the restoration work;
- Life-support or critical customers;
- Critical infrastructure Hospitals, Key medical, City & County facilities and accounts; Sheriff's Department and jail, City Police and Fire Departments, other key utility facilities (e.g., water, sewage, gas, citywide communications), Incident Command Site or Base Camp, Incident Evacuation Centers, local broadcast and radio Stations, etc.);
- Major commercial activities/accounts critical to continuity of community services (e.g., gas stations, food stores, home supply stores, repair shops, eateries and lodging facilities, financial institutions, etc.);
- Reduce the total number of customers affected;
- Reduce the length of time customers have been without power.

In directing restoration efforts to best achieve the above priorities, UEU Operations Group personnel will generally find it most efficient to dedicate restoration resources to the following types of facilities in the following order of priority to optimally restore electric services:

- Transmission circuit (115 kV);
- Substation and Mendocino Power Plant Facilities;
- Distribution circuits (600 Amp -12 kV);
- Distribution feeders (200 Amp – 12 kV);
- Distribution transformers;
- Service lines.

8. EVALUATION OF THE PLAN [PRC-8387 (b)(2)(N)]

A. METRICS FOR MEASURING PLAN PERFORMANCE [PRC-8387 (b)(2)(D)]

The purpose of the WMP is to reduce wildfires caused by utility equipment and the incident rate of utility caused wildfires as the primary metric. Other metrics exist to determine if the risk of wildfire is being reduced. Five primary metrics are identified and will be used to measure the effectiveness of UEU's WMP. Note that SP 901 requires consideration of how previous versions of the WMP's metrics have informed the current WMP. Two metrics were originally used in the WMP during years 2020 and 2022; Fire Ignitions and Wires Down. UEU felt that the two original metrics were not sufficient to adequately assess the performance of the plan therefore, for the 2023 WMP update, UEU has added additional metrics to increase oversight into potential ignition sources.

Ukiah Electric Utility Wildfire Mitigation Plan

Metric 1: Fire Ignitions

For purposes of this metric, a fire ignition is defined as follows:

- a) UEU facility was associated with the fire;
- b) The fire was self-propagating and of a material other than electrical and/or communication facilities;
- c) UEU has knowledge that the fire occurred.

In future Wildfire Mitigation Plans, UEU will provide information on any known ignitions. The table below provides a summary of known ignitions.

Metric	Calendar Year							
	2020		2021		2022		2023	
	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
Ignitions caused by Utility Equipment	0	0	0	0	0	0	0	1*

* 2023 Grass fire caused by vehicular accident resulting in significant damage to pole and subsequently wire down.

Ignitions Caused by Utility Equipment

Year	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
2020	0	0
2021	0	0
2022	0	0
2023	0	1*
2024	0	0

* 2023 Grass fire caused by vehicular accident resulting in significant damage to pole and subsequently wire down.

The intent of this metric is to review and investigate equipment that due to its design, age, construction, or condition should be replaced to reduce the risk of wildfire. There was one ignition in 2019 outside of the fire threat area due to a failed porcelain insulator that ignited a rosemary bush at the base of a pole, and it was extinguished before traveling more than one linear meter from the ignition point. This ignition did not meet the City's definition of ignition in the 2020 WMP. The definition was revised in the 2023 WMP to include all ignitions, regardless of the distance of travel. In 2023, a grass fire was started in the Tier 1 area due to a vehicular accident. The fire was contained quickly.

Metric 2: Wires Down

The second metric is the number of distribution and transmission wires downed within UEU's service territory. For purposes of this metric, a wire down event includes any instance where an electric transmission or primary distribution conductor falls to the ground or onto a foreign object.

Ukiah Electric Utility Wildfire Mitigation Plan

UEU will divide the wires down metric between wires down inside and outside of the High Fire Threat District. UEU will not normalize this metric by excluding unusual events, such as severe storms. Instead, UEU will supplement this metric with a qualitative description of any such unusual events. The table below summarizes known instances of wires down.

Metric	Calendar Year							
	2020		2021		2022		2023	
	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
Wires Down	0	1	0	1*	0	0	0	3
* This incident of wires down was caused by a car crashing into the pole								

Wire Down

Year	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
2020	0	0
2021	0	0
2022	0	0
2023	0	1*
2024	1	0

* 2023 Grass fire caused by vehicular accident resulting in significant damage to pole and subsequently wire down.

The 2024 wire down incident occurred when a connection to 6 solid copper wire burned off and dropped the wire to the ground. UEU is working to replace all 6 solid copper wire on the system due to the age of the wire.

Metric 3: Inspection Records and Maintenance

System inspections and timely maintenance is one of the leading methods to improve system safety and reliability. UEU follows GO 95 and GO 165 for inspection schedules and performs additional patrols of overhead lines in high fire threat areas yearly, beginning in the spring of each year. Needed maintenance or repairs identified during these inspections will be tracked and given priority in the work schedule.

Metric	Calendar Year							
	2020		2021		2022		2023	
	Grids Completed - Patrols	Grids Completed - Detailed	Grids Completed - Patrols	Grids Completed - Detailed	Grids Completed - Patrols	Grids Completed - Detailed	Grids Completed - Patrols	Grids Completed - Detailed
Inspection Records	27	27	27	0	27	0	0*	0**
* No formal records were produced, however, Journeyman patrols are completed regularly.								
** Detailed inspections scheduled for summer 2024								

Inspection Records

Year	Grids - Completed Patrols	Grids Completed - Detailed
2020	27	27
2021	27	0
2022	27	0
2023	0	0
2024	18	0

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Metric 4: Vegetation Management

UEU maintains proper vegetation clearance from utility lines with the assistance of qualified high-voltage tree trimming contractors. The contractors work under the direction of the utility's Superintendent to ensure that proper clearance is met. Vegetation management is completed on a yearly basis. All 27 Grids in UEU's service territory are trimmed every year. In 2024, enhanced vegetation management was completed in areas adjacent to the Tier 2 wildfire threat area as part of the grant funding obtained for wildfire mitigation.

Metric 5: Overhead Equipment Failures

The failure of overhead utility equipment can be a source of ignition. This metric will provide the data to recognize any patterns that can be identified to ensure that equipment is replaced proactively. The number of failures will be reported annually.

	Calendar Year							
	2020		2021		2022		2023	
Metric	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
Overhead Equipment Failure	2	1	0	0	0	1	1	1

Overhead Equipment Failure

Year	UEU Territory Inside Tier 2 Threat Area	UEU Territory Outside FT Area
2020	2	1
2021	0	0
2022	0	1
2023	1	1
2024	0	0

B. IMPACT OF METRICS ON PLAN

In the initial years, UEU anticipates that there will be relatively limited data gathered through these metrics. However, as the data collection history becomes more robust, UEU will be able to identify areas of its operations and service territory that are disproportionately impacted. UEU will then evaluate potential improvements to the plan.

C. MONITORING AND AUDITING THE PLAN

Review of this WMP will occur annually and any lessons learned will have the highest priority for improving steps in the plan, any reference programs, and the process for implementation. UEU will present this plan to the Ukiah City Council on an annual basis. The comprehensiveness of this WMP will be assessed by an independent evaluator with experience in assessing the safe operation of electrical infrastructure. The independent evaluator shall issue a report that will be presented to the Ukiah City Council and be made available on the City's Website.

D. IDENTIFYING AND CORRECTING DEFICIENCIES IN THE PLAN

UEU staff and qualified external stakeholders are encouraged to identify Wildfire Mitigation Plan deficiencies or potential deficiencies to the Electric Utility Director as soon as possible when observed. The Electric Utility Director shall evaluate each reported deficiency and, if the deficiency is determined to be a valid plan deficiency, it shall be entered into a log with the following information:

- Date the deficiency was discovered;
- Description of the deficiency;
- Source identifying the deficiency (e.g., Internal Audit);
- Priority based on deficiency severity;
- Assigned corrective action including the date when it must be completed by;
- Assigned staff responsible for completing the corrective action;
- Date corrective action completed.

The Electric Utility Director will go over the log at regularly scheduled Leadership and Supervisor Meetings.

During the 2023, major revision of UEU's WMP, it was determined that the original metrics implemented in the original WMP were not sufficient and needed to be reviewed to ensure that the WMP met UEU's high standards of service. Additional metrics with data from the 2020-2022 years were added to the 2023 revision of the plan and will continue to be monitored.

E. MONITORING THE EFFECTIVENESS OF INSPECTIONS

UEU will perform inspections on either an annual, 5-year or 10-year cycle, based on GO 95 and GO 165 or fire mitigation recommendations. Any areas found that need improvement or appear hazardous will be documented with a work order, given a priority, and the work order will be tracked. When completed the work order will have a close date.

The Electric Utility Director will assign qualified internal staff or engage a third party to review and audit the equipment and line inspection programs called out in the Wildfire Mitigation Plan after the completion of the first six months of the plan. The assigned auditor will:

- Review records for the inspection programs;
- Interview staff performing inspections to assess their knowledge of the inspection programs;
- Monitor staff performing inspection activities;
- Review deficiencies noted in the programs;
- Identify systemic issues or problems;
- Note the timeliness of corrective actions;
- Pick a random sample of some completed corrective actions and verify the effectiveness of the corrective actions; and
- Issue a written report of findings.

The Superintendent of Utility Operations will review the audit findings and assign corrective action as applicable. A copy of the audit report will be routed to the Director.

9. INDEPENDENT AUDITOR

Public Utilities Code section 8387(c) requires UEU to contract with a qualified independent evaluator with experience in assessing the safe operation of electrical infrastructure to review and assess the comprehensiveness of this Wildfire Mitigation Plan.

UEU had the Plan reviewed using Power Engineers in June of 2020 following initial approval of the City Council in November 2019.

The report from the independent evaluator is available on UEU's website. The results of the independent evaluator were presented to the Ukiah City Council at a public meeting on June 17, 2020.

Subsequent revisions of the WMP, including the 2023 major update will be presented to the Ukiah

Valley Fire Chief to evaluate the plan. The Fire Chief's comments will be treated as an independent auditor and will be incorporated, as needed, into future revisions.

Appendix A

Ukiah Electric Utility Wildfire Prevention Program

1. Introduction

A. Purpose

The purpose of the Ukiah Electric Utility (UEU) Wildfire Prevention Program is to establish a framework for the electric utility to conduct an effective, coordinated program to prevent catastrophic impacts to its infrastructure from wildfire. This program is a significant component of the UEU Wildfire Mitigation Plan required by SB901. The Program aims to prevent the start of wildfires from utility operations in and around the City of Ukiah.

B. Goals & Objectives

- a. Prevent electric utility caused wildfire by identifying hazards that pose a potential threat of ignition.
- b. Prioritize prevention efforts by increasing inspections on overhead lines in tier 2 fire threat areas.
- c. Improve and increase fuel reduction activities conducted during inspections.
- d. Develop enhanced inspection techniques using Infrared Technology.
- e. Develop a drone inspection program for overhead lines.
- f. Create community awareness for utility wildfire prevention.

2. Strategy/Scope of Work

A. Detailed Corrective Maintenance Program Inspections

UEU performs a service territory-wide inspection of its electric distribution system on inspection cycles outlined by General Order 95 (GO95) and General Order 128 (GO128). In general, utilities must patrol their systems once a year in urban areas and conduct detailed inspections at a minimum of every three to five years. These inspections help mitigate wildfire risk by providing additional information about the electric distribution system and conditions that could result in ignition.

UEU will implement a detailed inspection of facilities in the Tier 2 areas of the City on an annual basis, in late spring, and expanding the inspections to include additional fuels reduction and vegetation management in mid-summer. The following resources will be used to accomplish this:

- UEU-CPUC Fire Threat Map
- Department Inspection Checklist

As part of its efforts to make its electric system more resistant to wildfires, UEU designed and actively maintains a vegetation management program aimed at keeping trees and brush clear of power lines. In areas where current GO95 rules are currently met, UEU is evaluating and assessing areas where vegetation management may need to exceed GO95 requirements, eliminating vegetation overhang near power lines and

increasing the clearance distances. In identified high risk areas that border or are close to Tier 2 wildfire threat areas, the radial clearance of branches or foliage from bare conductors will be increased to 12'.

UEU's strategy for conducting its vegetation management program focuses on annual, routine inspections. In 2020, UEU began an electronic tree database to project growth and cycles of trimming needed to maintain clearances. The database includes information pertaining to the tree including species, height, diameter, growth rate and clearance. This history provides UEU information on trimming cycles and which trees require work annually.

UEU's vegetation management operations are conducted in compliance with the City's Tree Management Guidelines and the City's Landmark Tree Program Guidelines and Policies. All debris associated with pruning operations are chipped and recycled.

- B. UEU piloted a program utilizing infrared (IR) inspections for overhead distribution equipment in 2019 to identify potential issues on electrical equipment and connections that are not identifiable during visual inspections. These issues could potentially lead to wire down or result in ignition sources on the system. The program proved to be extremely successful identifying several instances that would have resulted in significant outage time and lead the Utility to extend the inspections to include underground facilities. Due to the success of the IR Pilot, UEU intends to create a formalized program for periodic IR inspections. The program will include the assembly of a thermography team that will be responsible for performing quality checks on equipment and facilities. These inspections will initially be performed annually in the high fire threat areas. Frequency of these inspections will be evaluated to determine if yearly inspections are warranted.
- C. UEU has enhanced its existing inspection efforts by implementing and utilizing drones. In spring of 2022, UEU began IR inspections using a drone, providing an up close look at the system infrastructure. This innovative technology is capable of capturing imagery from multiple angles, including above and allows qualified personnel to gain visual perspective that cannot be gained from ground inspections. The images and data obtained by these inspections will be evaluated by engineering staff to assess risk, determine trends and patterns of infractions. Drone technology has the potential to rapidly detect problems before they become a safety issue.
- D. UEU will coordinate with the City Manager's office to educate the public on the UEU's wildfire prevention activities. Dissemination of information will be done through a variety of channels such as UEU's quarterly newsletter, Facebook and the City's website.



Correspondence received for 5/7/25 City Manager's Report: FHSZs

From Craig Schlatter <cschlatter@cityofukiah.com>

Date Mon 5/5/2025 11:30 AM

To CityClerk <cityclerk@cityofukiah.com>

Cc Sage Sangiacomo <ssangiacomo@cityofukiah.com>; Shannon Riley <sriley@cityofukiah.com>

3 attachments (1 MB)

City of Ukiah - Fire Hazard Severity Zones Letter (Att. 1).pdf; Ukiah Letter_(Att. 2).docx; 5-5-25 Response to CAL FIRE (Att. 3).pdf;

Good morning Kristine and Araceli:

I would appreciate if you could please forward the below update and attachments as correspondence received for the 5/7/25 City Manager's Report. The City Manager will provide an update Wednesday evening. I will soon be meeting with the Fire Severity Ad Hoc to bring additional related items forward in the future.

Update

- The Mayor signed the City Council-approved letter (Attachment 1), which was submitted to CAL FIRE on April 18, 2025.
- CAL FIRE provided a response to the Mayor's letter on April 25, 2025 (Attachment 2).
- On May 5, 2025, the Community Development Director submitted an email with additional questions in response to CAL FIRE's April 25 letter (Attachment 3).
- Although the questions in Attachment 3 will continue to be pursued with CAL FIRE- and the Council updated on any correspondence- the Community Development Department plans to bring forward introduction of an ordinance adopting the Fire Hazard Severity Zones at City Council's June 4 meeting.

Regards,
Craig



Craig Schlatter, AICP

Community Development Director

Department of Community Development

300 Seminary Ave. Ukiah, CA 95482

Email: cschlatter@cityofukiah.com

P: (707) 463-6219 F: (707) 463-6204

Website: <http://www.cityofukiah.com/community-development/>



April 17, 2025

Office of the State Fire Marshall
 Fire Hazard Severity Zone Information
 715 P Street
 Sacramento, CA 95814
 VIA EMAIL: FHSZinformation@fire.ca.gov

Re: Public Comments from City of Ukiah Regarding 2025 Updated Maps for Fire Hazard Severity Zones in the City of Ukiah Local Responsibility Area

To Whom it May Concern:

The City of Ukiah respectfully submits the following comments related to the Fire Hazard Severity Zone Maps released on February 24, 2025, for the City of Ukiah Local Responsibility Area.

1. Our research shows potential errors in the OSFM mapping process for the Ukiah LRA and SRA that may be causing the *probability of the area burning* to appear greater.

A video posted by CALFIRE on December 14, 2022ⁱ provides a description of the modeling and methodology utilized by OSFM and CALFIRE to produce the FHSZs, describing that zones are defined by the *probability of the area burning* and the *vegetation type and climate*. The video notes that a fire perimeter for historical fires for the years 1991-2020 was used to determine the probability of the area burning. **There were no significant wildland fires in the western Ukiah LRA or the Ukiah western hills portion of the SRA within this 30-year period.**

CALFIRE's FHSZ frequently asked questions document notes "factors considered in determining fire hazard within wildland areas are fire history, flame length, terrain, local weather, and potential fuel over a 50-year period."ⁱⁱⁱ **There were no significant wildland fires in the western Ukiah LRA or the Ukiah western hills portion of the SRA within this 50-year period.**

OSFM then notes in its Initial Statement of Reasons (ISOR) the use of fire history data from the CALFIRE Fire Resource and Assessment Program (FRAP). Within the *California Times Burned Public View*, the burn rate for the western hills portion of the SRA depicts a burn rate of 2 times due to two fires that burned in the area in 1950 (Fish Hatchery) and 1952 (Orr's Creek), respectively, and a small fire overlap area.ⁱⁱⁱ These two fires occurred prior to both the 30-year (referred to in the OSFM video) and 50-year (referred to in CALFIRE's frequently asked questions document) time periods.

There is no information provided about the impacts of OSFM's over-counting of historical fires or the utilization of a 70-year history, compared to a 30-year or 50-year history, for determining the FHSZs. **Because of these inconsistencies, we believe OSFM's data sources may be causing the probability of the area burning to be more severe than historically proven, distorting the FHSZ severity in this area.**



2. **Other scientifically-based proprietary software modeling platforms such as *First Street* depict a wildfire hazard consistent with OSFM's 2007 Fire Hazard Severity Zone Maps for the City of Ukiah LRA but not consistent with the 2025 OSFM FHSZ Maps. We cannot find justification provided within OSFM's methodology for such a significant expansion of the Very High FHSZ within the Ukiah LRA.**

Within the attached Map Comparisons,^{iv} please see Map Comparison 1, showing consistencies between the wildfire intensity (flame length) provided by *First Street* and OSFM's 2007 FHSZ map, which has remained mostly the same throughout the period 2007-2024. See, for example, the intensity description noting the low intensity beyond the wildland-urban interface (WUI). No such consistency is found to justify the Very High FHSZ expansion on the western side of the Ukiah urbanized area. We only find standardized data on CAL FIRE's website for the City of Ukiah LRA.

3. **No scientific data is provided by OSFM to describe how ember transport is modeled. Instead, CALFIRE's reliance on "local distributions of observed wind speed and direction values" introduces qualitative analysis into an otherwise quantitatively driven mapping process. Additionally, no data is provided about the quantification of flame length.**

The National Oceanic and Atmospheric Administration's Western Regional Climate Center provides prevailing wind speed and direction through its *Wind Rose* system. In reviewing wind speed and direction over the period 2007-2018, *Wind Rose* depicts the prevailing winds with the strongest wind speeds to be out of the north and northwest and the frequency of prevailing winds trending primarily northwest (see Figure 1). This appears to be in stark contrast to OSFM's observations, which seem to presume a westerly prevailing wind, as evidenced by OSFM's expansion of the Very High FHSZ directly east into Ukiah's urbanized areas.

Please also see Map Comparison 2, again showing consistencies between the Ember Likelihood data provided by *First Street* and the 2007 Ukiah LRA FHSZ map. As with #2 above, there is no such consistency between this data and CAL FIRE's analysis related to ember cast.

An internet search revealed a 1989 white paper by the U.S. Department of Forestry titled *Measuring and interpreting Flame Height in Wildland Fires*, with mathematical calculations to measure fire line intensity and flame length.^v No such modeling or methodology is provided on CALFIRE's website for flame length.

Because the OSFM fire hazard severity model relies upon qualitative data and lacks flame length modeling beyond the WUI, fire hazard severity for Ukiah's western urbanized area appears exaggerated.

4. **OSFM's expansion of the Very High FHSZ into the City of Ukiah urbanized area is expected to cause significant disruption in terms of housing availability and fire mitigation efforts, as well as being misaligned with OSFM's and the City's consistent planning in these areas over the last approximately 40 years.**

The City of Ukiah is a *ProHousing* community and earned this designation, in part, through innovative policies designed to streamline infill housing within the City's small urban footprint.



OSFM's previous mapping of FHSZs aligned with the City of Ukiah's western hills actual wildland-urban interface, producing consistency in fire prevention and planning efforts and providing natural buffers enabling housing where appropriate. OSFM's expansion of the Very High FHSZ, particularly in the western portion of Ukiah city limits, will significantly constrain the City's future ability to produce housing for residents.

The City utilized previous FHSZ maps, which have remained largely consistent from 2007 to 2024, to progress large-scale fuel reduction and other fire mitigation projects in the Ukiah western hills. The 2025 FHSZ maps, particularly the expansion of the Very High FHSZ into the western urbanized area of Ukiah's LRA, turns this work on its head.

Because of the reasons cited in this letter, we do not have a scientifically clear understanding of why the Very High FHSZ has expanded so significantly into the City's western urbanized area, leading us to believe there are likely substantive errors in the mapping process. We strongly urge OSFM and CALFIRE to re-evaluate mapping within the City of Ukiah's LRA.

To engage with City staff on this request, please contact Craig Schlatter, Director of Community Development, at 707-463-6219 or cschlatter@cityofukiah.com.

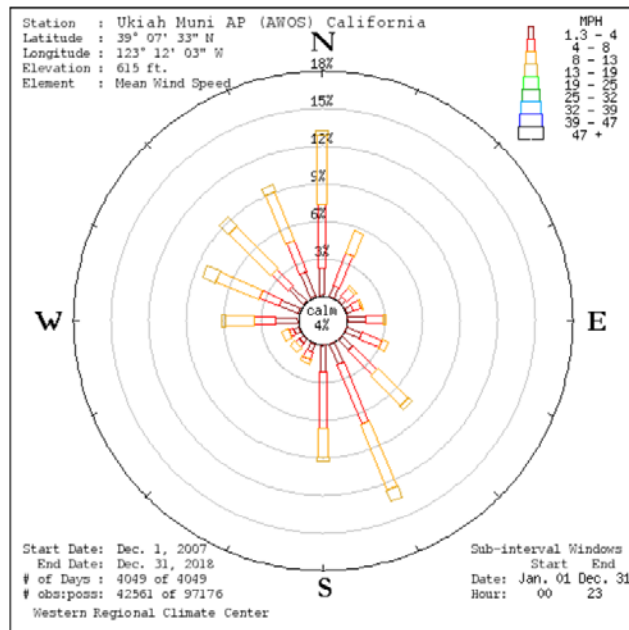
Sincerely,

Douglas F. Crane, Mayor
Ukiah City Council

CC: Senate President Pro Tempore, District 2 State Senator Mike McGuire
District 2 State Assemblymember Chris Rogers
Maureen "Mo" Mulheren, Second District Supervisor, County of Mendocino
Susan Sher, Vice Mayor, Ukiah City Council
Juan Orozco, Ukiah City Council
Mari Rodin, Ukiah City Council
Heather Criss, Ukiah City Council
Sage Sangiacomo, City Manager
Shannon Riley, Deputy City Manager
Doug Hutchison, Chief, Ukiah Valley Fire Authority
Matt Keizer, Fire Code Official, Ukiah Valley Fire Authority

Figure 1
Wind Rose Prevailing Wind Speed and Direction – Ukiah, CA

Ukiah Muni AP (AWOS) California



Map 1 Comparisons



First Street Average Wildfire Intensity, 30-Year Period

Map Layers

Current & Future Risk ▾

This year In 15 years In 30 years

Select a wildfire scenario in 30 years

- ☐ Overall wildfire likelihood ⓘ
- ☐ Wildfire flame likelihood ⓘ
- ☐ Wildfire ember likelihood ⓘ
- ☒ Average wildfire intensity ⓘ
- ☐ Max wildfire intensity ⓘ

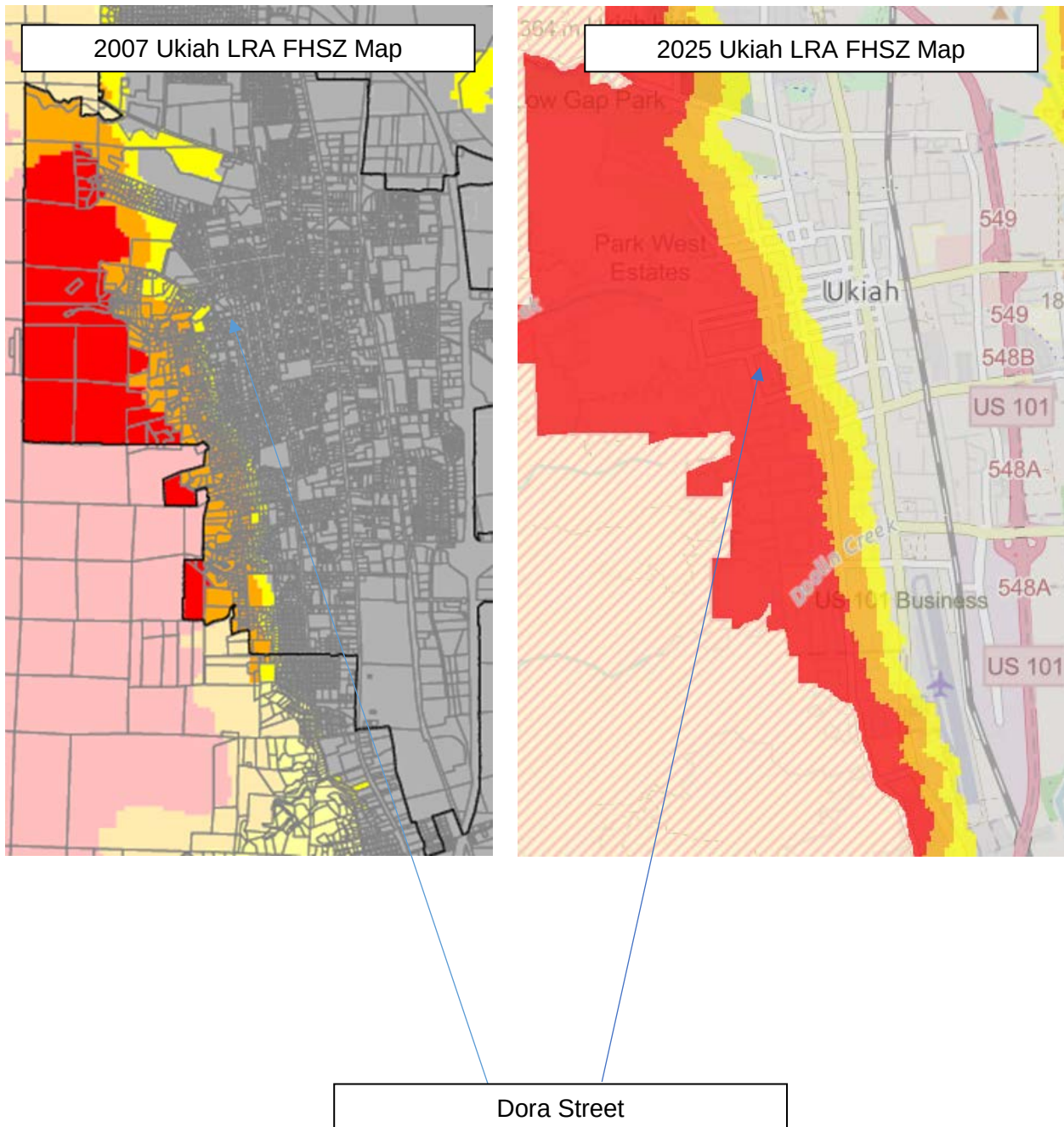
1 ft ⓘ

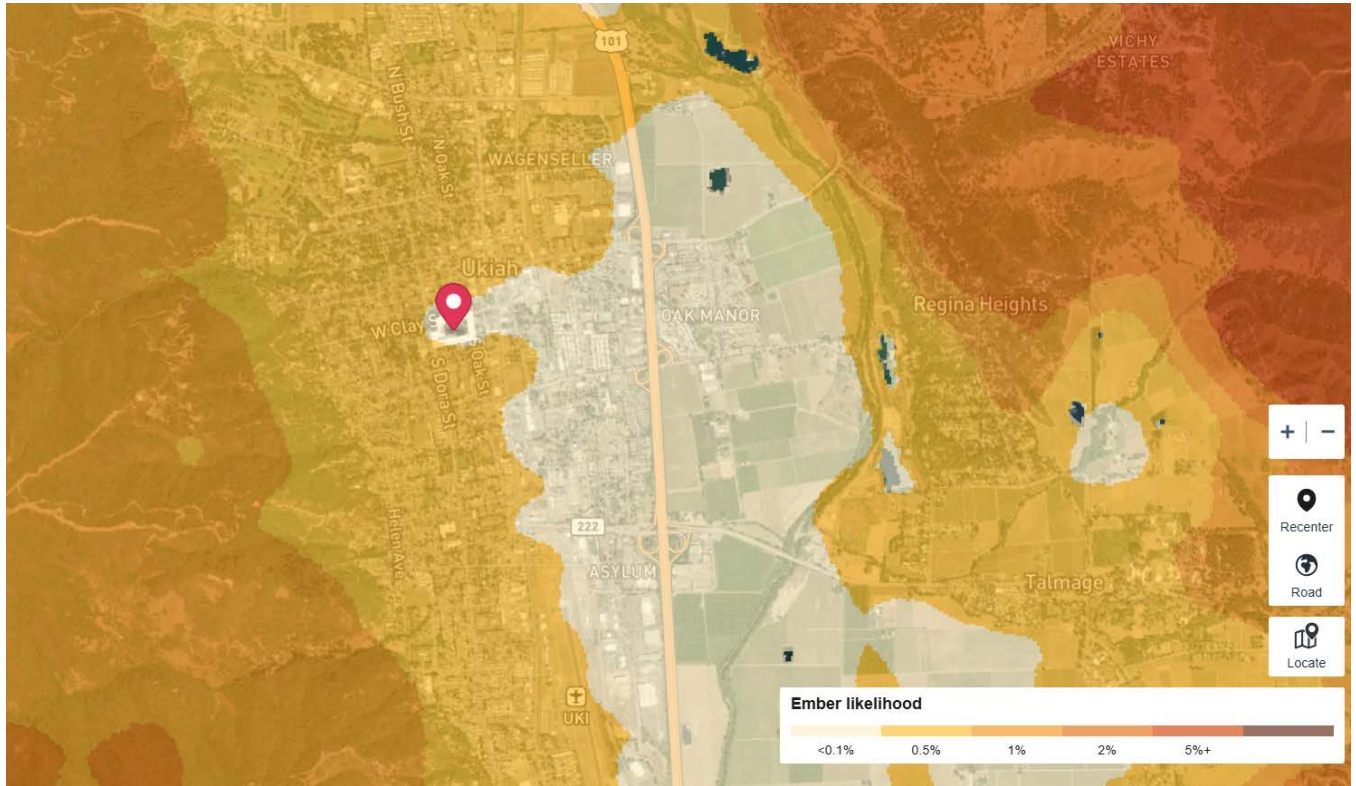
Average expected flame length

The intensity of a wildfire is largely dependent upon the condition and type of burnable materials that provide fuel for the fire and is measured by the wildfire's flame length. This property has a 1 ft average expected flame length of a wildfire reaching it in 30 years. This is considered a low fire intensity.

Dora Street

Map 1 Comparisons 2007 FHSZ Map and 2025 FHSZ Map





Map Layers

Current & Future Risk ▾

This year In 15 years **In 30 years**

Select a wildfire scenario in 30 years

- ☐ Overall wildfire likelihood ⓘ
- ☐ Wildfire flame likelihood ⓘ
- ☒ Wildfire ember likelihood ⓘ
- ☐ Average wildfire intensity ⓘ
- ☐ Max wildfire intensity ⓘ

0.1% ⓘ

Ember likelihood in
30 years

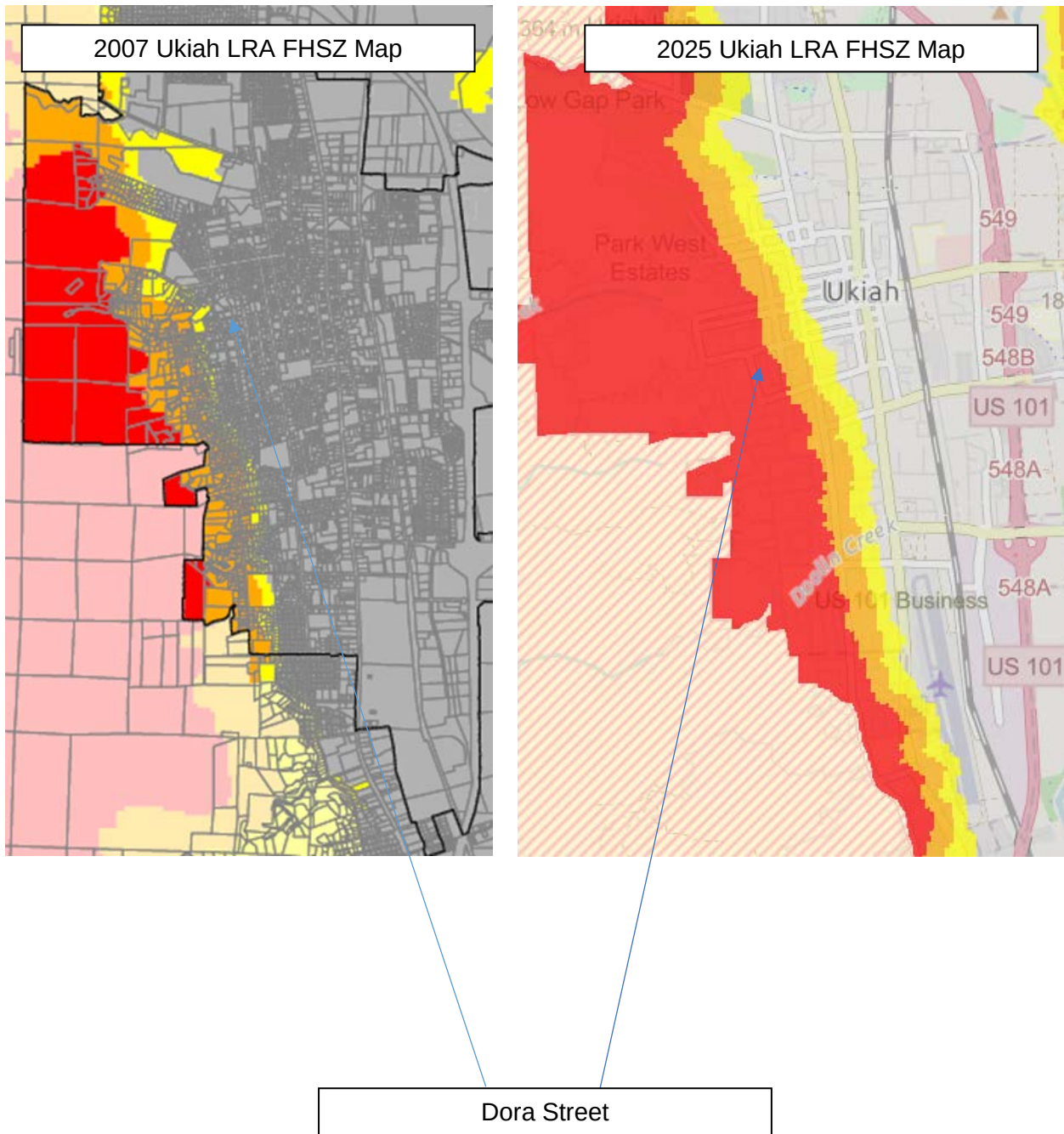
This property has a **0.1%** risk of exposure to flying embers. Regardless of whether this property would have direct exposure to flames, burning embers cast by a nearby fire could cause the building or fuels within 50 ft. of the building to ignite.

Map 2 Comparisons

First Street Ember Likelihood, 30-Year Period

Dora Street

Map 2 Comparisons 2007 FHSZ Map and 2025 FHSZ Map





Endnotes (Sources Cited)

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- ⁱ “Methods for Creating Fire Hazard Severity Zone Maps.” California Department of Forestry and Fire Protection, CALFIRE TV, 14 December 2022, <https://www.youtube.com/watch?v=oXwnUCFVGxI&t=3s>
- ⁱⁱ “Frequently Asked Questions About: 2024 Fire Hazard Severity Zones.” California Department of Forestry and Fire Protection, 18 December 2024, <https://osfm.fire.ca.gov/what-we-do/community-wildfire-preparedness-and-mitigation/fire-hazard-severity-zones>.
- ⁱⁱⁱ “Historical Fire Perimeters, Burn Frequency- California Times Burned Public View.” California Department of Forestry and Fire Protection *Fire Perimeters* GIS webpage: <https://www.fire.ca.gov/what-we-do/fire-resource-assessment-program/fire-perimeters>.
- ^{iv} First Street Foundation. (2022). First Street Foundation Aggregated Wildfire Risk Summary Statistics V1.0 [Data set]; and First Street Foundation. (2022). First Street Foundation’s 5th National Risk Assessment Fueling the Flames. Zenodo. <https://zenodo.org/records/6564731>
- ^v Simard, A., Blank, R., & Hobrila, S. (1989). Measuring and Interpreting Flame Height in Wildland Fires. *Fire Technology*. 25(2): 114-133.



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
 P.O. Box 944246
 SACRAMENTO, CA 94244-2460
 (916) 568-3800
 Website: www.fire.ca.gov



April 25, 2025,

Dear Mayor Crane:

Thank you for your email concerning Fire Hazard Severity Zones (FHSZ) in the City of Ukiah. The model identifying FHSZ's by the Office of the State Fire Marshal used the best available data. My office investigated the specific issues you raised in your letter, and we believe that our model identifying FHSZ's is accurate. Below are more detailed responses to the issues you raised in your letter.

1. There is a misunderstanding of how burn probability is modeled. Areas are grouped into fire rotation strata based on fuel type, climate area, and whether the area is developed or not (as based on census criteria). These strata are then assessed by the relative proportion of area that has burned over the 30-year historic period to determine the average likelihood that any area (irrespective of actual fire occurrence on that area) – will burn in a future year. Stated specifically, the presence or absence of fire history only reflects its impact on the estimate of expected fire probability though the average assessment across all lands in a given strata. However, as a matter of historical trend, a significant driver of increased hazard in the area under question is due to prevalence of recent large fires in areas similar to (and modeled as analogous) to these lands. In sum, fires since 2007 in the general region have caused expected hazard to increase due to higher burn probability as modeled.
2. First Street and other hazard modeling approaches differ in scope and modeling components than FHSZ and may show different results. A significant difference in the two models is that FHSZ is specific to the distribution of calculated hazard values across California, whereas First Street is based on a nationwide (lower 48) data distribution. A significant driver of increased hazard in the area under question is due to the prevalence of recent large fires in areas similar to (and modeled as analogous) to the areas under question. Fires since 2007 in the general region have caused the expected hazard to increase due to higher burn probability as modeled.

3. The firebrand sub-model used in FHSZ is both probabilistic and mechanistic and is qualitative. Model methods describing the ember module covering production, transport, accumulation and finally, assessment as a cost-function element in the non-wildland buffer routine are available online. Additionally, data products in the data package (both SRA data package and LRA data package to cover both areas required for mapping under statute) are available for review in GIS systems. In general terms, firebrands originate in wildland fuels, and the number is a function of burn probability, fire type (surface or crown) and Fireline Intensity. Transport is a probabilistic function of hourly wind vectors represented by the most severe dry winds as modeled in the 2 km weather reanalysis used in the effort in conjunction with stylized brand density kernels. Brands are then accumulated at the cell level and the final distribution of raw modeled brands are classified into three equal quantile classes, which are used as cost-function coefficients similar to how slope and vegetation are used to shrink or expand the width of the non-wildland buffer widths that start at the wildland edge.
4. This is a policy assessment, but the finding that zoning adversely impacts mitigation seems to run counter to fire safety regulation requirements that accompany designations of FHSZ under statute. The objectives of FHSZ zoning are to provide required mitigations to reduce losses.

Thank you again for your commitment to public safety and fire preparedness.

Sincerely,



JIM MCDOUGALD
Assistant Deputy Director,
Community Wildfire Planning & Risk Reduction

Craig Schlatter

From: Craig Schlatter
Sent: Monday, May 5, 2025 9:10 AM
To: CALFIRE State Fire Marshal
Subject: RE: Public Comments from City of Ukiah Regarding 2025 Updated Maps for Fire Hazard Severity Zones in the City of Ukiah Local Responsibility Area
Attachments: Side by Side- Ukiah.Santa Rosa FHSZs.pdf

Mr. McDougald:

Thank you for the additional information provided in your response. Unfortunately, we are still not completely understanding CAL FIRE's reasoning and hope you would be willing to provide additional information. Specifically:

1. CAL FIRE's response notes: *However, as a matter of historical trend, a significant driver of increased hazard in the area under question is due to prevalence of recent large fires in areas similar to (and modeled as analogous) to these lands. In sum, fires since 2007 in the general region have caused expected hazard to increase due to higher burn probability as modeled.*
 - What is the area of the "general region," and how was the size of this region determined? I assume the fires since 2007 noted in the CAL FIRE response refer to the Mendocino Complex fires in 2017?
 - Respectfully, when we look south to our neighbors in the Santa Rosa region, we do not see consistency in CAL FIRE's reasoning. With the exception of a couple small areas on Santa Rosa's far east side, we do not see an area of the Santa Rosa LRA within a very high fire hazard severity zone. This seems odd given the destruction of the 2017 Tubbs Fire, the most significant wildfire in California's history at the time.
 - Could you please provide additional data and/or methodological explanation to describe why the Ukiah LRA and Santa Rosa LRA would be so different in fire hazard severity zone mapping?
 - Attached is a side-by-side comparison of the Ukiah LRA and Santa Rosa LRA, using the Topo base layer function available in the CAL FIRE FHSZ viewer.
2. CAL FIRE's response on #2 offers the same reasoning as #1- *A significant driver of increased hazard in the area under question is due to the prevalence of recent large fires in areas similar to (and modeled as analogous) to the areas under question.* As the City of Ukiah noted in its April 17 letter, CAL FIRE and OSFM use three different historical time ranges to document the probability of the area burning: 70 years, 50 years, and 30 years. It would appear with CAL FIRE's most recent response, there is a fourth time period of 18 years.
 - What time period is CAL FIRE/OSFM using to track historical fire activity?
 - What are the areas similar to (and modeled as analogous) to the areas under question? Is CAL FIRE using other cities of similar size to Ukiah as a standardized model and basing its determination of fire hazard severity for Ukiah off this model?
 - If so, upon what data is CAL FIRE basing its determination that such a standardized model would be more accurate than the *First Street* modeling?
3. I appreciate the detail CAL FIRE provided in #3. Could you please provide the local data that was utilized within the model? What specific locally-based ember transport indicators were used?

Regards,



Craig Schlatter, AICP
 Community Development Director

Department of Community Development
300 Seminary Ave. Ukiah, CA 95482
Email: cschlatter@cityofukiah.com
P: (707) 463-6219 F: (707) 463-6204
Website: <http://www.cityofukiah.com/community-development/>

From: CALFIRE State Fire Marshal <calfire.statefiremarshal@fire.ca.gov>
Sent: Friday, April 25, 2025 4:24 PM
To: Craig Schlatter <cschlatter@cityofukiah.com>
Subject: Public Comments from City of Ukiah Regarding 2025 Updated Maps for Fire Hazard Severity Zones in the City of Ukiah Local Responsibility Area

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Please see our response to Public Comments from City of Ukiah Regarding 2025 Updated Maps for Fire Hazard Severity Zones in the City of Ukiah Local Responsibility Area.



Jim McDougald

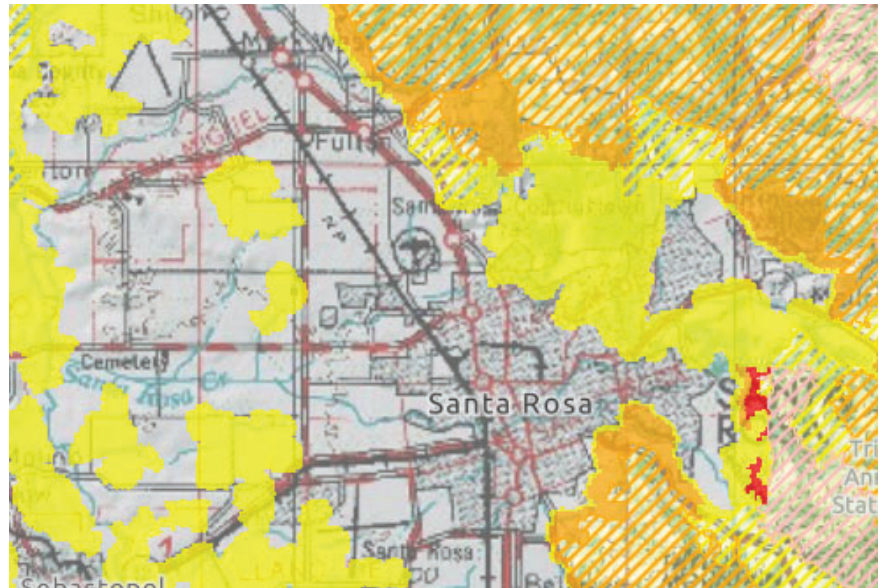
Assistant Deputy Director
Community Wildfire Planning
& Risk Reduction
855 M Street, Fresno CA 93721
(916) 216-1452 Cell



For wildfire preparedness and prevention tips

Visit: [ReadyForWildfire.org](https://www.readyforwildfire.org).

UKIAH LRA AND SANTA ROSA LRA



Page 330 of 398



AGENDA SUMMARY REPORT

SUBJECT: Status Report on Emergency Contract with Diamond D Construction, LLC for the Emergency Repair of the Western Hills Mudslide at the City Water Tank (Pressure Zone 1-North, or PZ1-N) and Request for Authorization to Continue Work Under This Emergency Contract.

DEPARTMENT: Water Resources

PREPARED BY: Sean White, Water Resources Director

PRESENTER: Sage Sangiacomo, City Manager

ATTACHMENTS:

1. Resolution 2025-08 - Emergency Procurement for Mudslide at PZ1
2. Diamond D Estimate for PZ1
3. Purchase Order for Diamond D Slide
4. Slide Pictures

Summary: Council will receive a status report on the contract with Diamond D Construction for the emergency repair of the Western Hills mudslide at the City water tank and consider approving continued work.

Background: During the major rain event on February 4-5, a mudslide occurred in the western hills, settling at the base of a City water tank referred to as Pressure Zone 1-North (PZ1-N). Due to the muddy conditions, slope of the hillside, and specialized nature of the repairs, City crews determined that a professional contractor would be required to perform the work. Additionally, significant rain was forecast for the following days, causing concern that the water tank and hillside would potentially be compromised if emergency repairs did not commence immediately.

On February 19, 2025, City Council approved a Resolution approving the procurement without public bidding of construction services to repair the mudslide at the City water tank in the western hills (Attachment 1).

Discussion: Staff worked with the Procurement Department to assess availability and obtain proposals from local contractors. Diamond D Construction was available to begin immediately and was determined to be qualified to do the work (Attachments 2 and 3).

Work to temporarily remediate the site began on February 7th and was completed on February 12th. Work involved removing material at the toe of the slope that had built up against the tank and removing material perched immediately above the tank. Due to the extremely wet condition of the site, only material within the reach of an excavator could be graded or removed. A small ditch was also cut in the hillside above the tank to redirect runoff.

The slide area was then tarped to protect it from rainfall. City Staff also added jute netting to other portions of the site to further protect the hillside. See Attachment 4 for pictures of remediation efforts.

Once the area has dried, further grading will be required. No further work beyond the initial site remediation has been able to be performed.

To fully stabilize, this site will require a geotechnical investigation and plan, followed by extensive earthwork.

Staff is requesting the Council's approval to continue using the emergency contract with Diamond D Construction, LLC.

Recommended Action: Receive report and approve the continued work on the emergency contract with Diamond D Construction for the emergency repair of the Western Hills mudslide at the City water tank PZ1-N.

BUDGET AMENDMENT REQUIRED: TBD

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE: Water Fund; 82027113-80230-18234

REVENUE: YES / No GRANT: YES / No

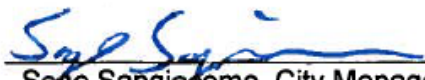
PREVIOUS CONTRACT/PURCHASE ORDER NO.: PO 48757-00

COORDINATED WITH: Sage Sangiacomo, City Manager; Sean White, Water Resources Director

STRATEGIC PLAN (SP):

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2025-08

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH APPROVING PURSUANT TO PUBLIC CONTRACT CODE SECTION 22050 THE EMERGENCY PROCUREMENT WITHOUT PUBLIC BIDDING OF CONSTRUCTION SERVICES TO REPAIR THE MUDSLIDE AT THE CITY WATER TANK (PZ1) IN THE WESTERN HILLS

WHEREAS:

1. During a winter storm event on about February 5, 2025, a portion of the hillside in the Western Hills slid out, settling against the City water tank referred to as PZ1, or Pressure Zone 1; and
2. Concerned about possible damage to the City water tank, both from this slide and the possibility of future slides, City Staff determined that emergency repairs were required; and
3. With damage caused to public property; and
4. Under Public Contract Code Section 22050(a)(1) in the case of an emergency, the City, pursuant to a four-fifths vote of the City Council, may repair or replace a public facility and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts; and
5. Under Public Contract Code Section 22050(a)(2) before the City Council takes such action, it must make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency;

NOW, THEREFORE, BE IT RESOLVED that:

1. Based on the foregoing recitals and information, the City Council finds that an emergency condition exists that must be repaired to avoid public health hazards that could result, if the repair work was put out for competitive bids in compliance with the procedures required by the Uniform Construction Cost Accounting Act.
2. The City Council authorizes the procurement of construction services to repair the mudslide in the Western Hills and damaged public without providing notice inviting bids.
3. The City Council authorizes the City Procurement Officer to contract with Diamond DConstruction to repair the mudslide in the Western Hills in the amount of \$30,042.

4. Awarding a contract to repair the water main and damaged public and private property is categorically exempt from environmental review under the California Environmental Quality Act as a Class 2 categorical exemption, because it involves the replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity. (14 CCR §15302.)
5. The emergency action taken by this resolution shall terminate upon the City Council's approval of a certificate of completion for the mudslide and public property repair work.

PASSED AND ADOPTED this 19th day of February, 2025, by the following roll call vote:

AYES: Councilmembers Rodin, Criss, Orozco, Sher, and Mayor Crane

NOES: None

ABSENT: None

ABSTAIN: None


Douglas F. Crane, Mayor

ATTEST:


Kristine Lawler, City Clerk

Customer Info:

City Of Ukiah

Contractor Submitting Bid:

Diamond D Construction, LLC

PO Box 595

Talmage, CA 95481

Lic. 1027104

(707)953-4484

Job Location:

Golf Course Water Tanks

Date: 2/6/2025**Work to be performed:**

Diamond D Construction, LLC will provide all labor and material necessary to perform the following work.

Clear The Bottom

Includes a cost to clear all slide debris off the water tank and everything that can be reached by our excavator from the bottom. Once materials are cleaned up we will reroute a drainage ditch above the slide area to drain away from the slide area. We are also including covering the entire slide area in plastic and anchor the plastic with sandbags and rope.

Total \$30,042.00

PLEASE ALLOWED BY THIS TASK

Clear the Entire Slide

Includes clearing all sliding material from top of the slip plain to the bottom. Will include rerouting the ditch, and covering in plastic as well.

This will depend on the timing of when this is done and if the material is suitable to set an excavator or dozer on.

Total \$71,650.00

K Rail Guard

Includes a cost to set up 40 lineal foot of concrete K rail at the bottom of the slide to protect falling rocks from hitting the tank. Price also includes the K rail rental for 3 months.

Total \$5,995.00

Conditions

Dump site provided by city

Exclusions

No bonding is included in this price.

Payment Terms:

All payments will be made within 21 days of the invoice being sent to the customer.

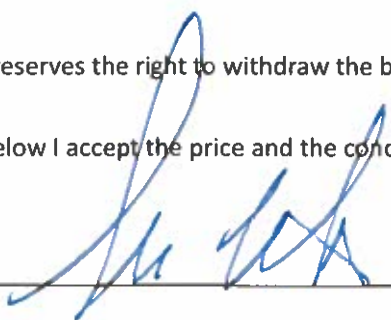
After 21 days an additional 1.5% of the amount invoiced will be added to the total amount owed and every month after until amount is paid in full.

This bid price is good for 60 days. If a signed acceptance is not received within 60 days

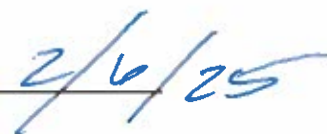
Diamond D reserves the right to withdraw the bid.

By signing below I accept the price and the conditions of this bid.

Signature:

A handwritten signature in blue ink, appearing to be "H. H. H.", written over a horizontal line.

Date:

A handwritten date in blue ink, "2/6/25", written over a horizontal line.



Purchase Order

Fiscal Year 2025

Page 1 of 2

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

48757-00

Delivery must be made within
doors of specified destination.B
I
L
L
T
OCITY OF UKIAH
ATTN: ACCOUNTS PAYABLE
300 SEMINARY AVENUE
UKIAH, CA 95482V
E
N
D
O
RDIAMOND D CONSTRUCTION
650 BLUE OAK DR
UKIAH CA 95482S
H
I
P
T
OCITY OF UKIAH - ANNEX
411 W CLAY STREET
UKIAH CA 95482

Vendor Phone Number		Vendor Fax Number	Buyer		Date Ordered	Date Required
			Myles Fisette		02/06/2025	
Delivery Reference		Freight Method/Terms		Department/Location		Sales Tax Rate
		FOB UKIAH/N30		WATER/SEWER		0.000
Item#	Description/Part No.	Qty	UOM	Unit Price	Extended Price	
1	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading CLEAR BOTTOM OF SLIDE-CLEAR ALL SLIDE DEBRIS. REROUTE A DRAINAGE DITCH ABOVE SLIDE AREA. COVER SLIDE AREA IN PLASTIC AND ANCHOR WITH SAND BAGS. 82027113 - 80230 - 18234 \$30,042.00 EMERGENCY WORK PER CM OFFICE PER ESTIAMTE DATED 2/6/25	1.0	EACH	\$30,042.000	\$30,042.00	

By

Purchasing Supervisor

VENDOR COPY

Total Ext. Price	\$30,042.00
Total Sales Tax	
Total Discount	
Total Credit	
Total Freight	
PO Total	\$30,042.00

1. **GENERALLY.** These Terms and Conditions of Sale ("Terms and Conditions") apply to all purchases by City of Ukiah. (Referred to as "Buyer"). The supplier of goods and services under this transaction is herein referred to as "Seller". The goods or service purchased are referred to as the "Purchase."

2. **TERMS EXCLUSIVE.** Buyer will order the goods or services described herein only upon the terms and conditions contained herein. Seller's acceptance of this order shall occur either through commencement of performance under this order or acknowledgment of this order. By accepting this order, Seller waives all terms and conditions contained in its quotation, acknowledgment, invoice or other documents which are different from or additional to those contained herein and all such different or additional terms and conditions shall be null and void. **SELLER MAY NOT CHANGE MATERIAL OF MANUFACTURE, SOURCES OF SUPPLY, MANUFACTURING PROCESS OR LOCATION WITHOUT THE PRIOR WRITTEN CONSENT OF BUYER.**

3. **INSPECTION.** All goods shall be received subject to Buyer's inspection and rejection. Defective goods and goods otherwise not conforming to this order shall be held for Seller's instruction and at Seller's risk, and if Seller so directs, shall be returned at Seller's expense. No defective goods shall be replaced without a new purchase order. Payment by Buyer shall not be construed as an acceptance of goods. Buyer may return to Seller any non-defective, excess goods within thirty (30) days of receiving them.

4. **CHANGES.** City may make changes within the general scope of this order in drawings and specifications for specially manufactured supplies, place of delivery, method of shipment or packing of the order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of or the time required for performance of this order, an equitable adjustment in the price or delivery or both must be made. No change by Seller is allowed without City's written approval. Any claim by Seller for an adjustment under this section must be made in writing within thirty (30) days from the date of receipt by Seller of notification of such change unless City waives this condition in writing. Nothing in this section excuses Seller from proceeding with performance of the order as changed.

5. **TERMINATION.** City may terminate this order at any time, either verbally or in writing, with or without cause. Should termination occur, City will pay Seller as full performance until such termination the unit or pro rata order price for the performed and accepted portion of the Purchase. City may provide written notice of termination for Seller's default if Seller refuses or fails to comply with this order. If Seller does not cure such failure within a reasonable time period, or fails to perform the Purchase within the time specified (or allowed by extension), Seller will be liable to City for any excess costs incurred by City.

6. **TIME EXTENSION.** Time is of the essence. City may extend the time for completion if, in City's sole determination, Seller was delayed because of causes beyond Seller's control and without Seller's fault or negligence. In the event delay was caused by City, Seller's sole remedy is limited to recovering money actually and necessarily expended by Seller because of the delay; there is no right to recover anticipated profit.

7. **REMEDIES CUMULATIVE.** City's rights and remedies under this order are not exclusive and are in addition to any rights and remedies provided by law.

8. **TITLE.** Title to materials and supplies purchased under this order pass directly from Seller to City upon City's written acceptance following an actual inspection and City's opportunity to reject.

9. **PAYMENT.** City will pay Seller after receiving acceptable invoices for materials and supplies delivered and accepted or services rendered and accepted. City will not pay cartage, shipping, packaging or boxing expenses unless specified in this order.

10. **INDEMNIFICATION.** Seller agrees to indemnify and hold harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of the Purchase or the order, or their performance. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the Purchase or order, or their performance, Seller will defend City (at City's request and with counsel satisfactory to City) and indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "City" includes City's officers, elected officials, and employees. This paragraph 9 will survive termination of this order. The requirements as to the types and limits of insurance coverage to be maintained by Seller, and any approval of such insurance by City, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by Seller pursuant to this order, including, without limitation, to the provisions concerning indemnification.

11. **WARRANTY.** Seller agrees that the Purchase is covered by the most favorable commercial warranties the Seller gives to any customer for the same or substantially similar supplies or services, or such other more favorable warranties as is specified in this order. Warranties will be effective notwithstanding any inspection or acceptance of the Purchase by City.

12. **ASSIGNMENT.** City may assign this order. Except as to any payment due under this order, Seller may not assign or subcontract the order without City's written approval. Should City give consent, it will not relieve Seller from any obligations under this order and any transferee or subcontractor will be considered Seller's agent.

13. **INSURANCE.** Seller must provide the insurance indicated on the face sheet of this order.

14. **PERMITS.** Seller must procure all necessary permits and licenses, and abide by all federal, state, and local laws, for performing this order.

15. **INDEPENDENT CONTRACTOR.** City and Seller agree that Seller will act as an independent contractor and will have control of all work and the manner in which it is performed. Seller will be free to contract for similar service to be performed for other employers while under contract with City. Seller is not an agent or employee of City and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Any provision in this order that may appear to give City the right to direct Seller as to the details of doing the work or to exercise a measure of control over the work means the Seller will follow the direction of the City as to end results of the work only.

16. **WAIVER.** City's review or acceptance of, or payment for, work product prepared by Seller under this order will not be construed to operate as a waiver of any rights City may have under this Agreement or of any cause of action arising from Seller's performance. A waiver by City of any breach of any term, covenant, or condition contained in this order will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this order, whether of the same or different character.

17. **INTERPRETATION.** This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Mendocino County.









AGENDA SUMMARY REPORT

SUBJECT: Consider Resolution to Adopt an Initial Study, Mitigated Negative Declaration, and Mitigation and Monitoring Reporting Program for the Development of an Additional Municipal Well.

DEPARTMENT: Water Resources

PREPARED BY: Sean White, Water Resources Director

PRESENTER: Sean White, Water Resources Director

ATTACHMENTS:

1. Final IS-MND - Ukiah New Municipal Well Project
2. Reso Adopt IS-MND and MMRP-Ukiah New Municipal Well

Summary: Council will consider a resolution to adopt an Initial Study, Mitigated Negative Declaration, and Mitigation and Monitoring Reporting Program for the development of an additional municipal well.

Background: Following the recent successive years of intense drought, it became apparent that City would benefit from the development of an additional well to provide redundancy to the City's existing well field. Development of an additional well is Intermediate-Term Objective 2023-4 and is also in the Capital Improvement Project (CIP) list.

In 2024, the City hired GHD to assist the City with the development of an additional municipal well to provide redundancy to the City's existing well field. GHD is in the process of reviewing existing site reconnaissance, recommending potential sites, developing test wells, analyzing test wells, recommending a site or sites, and designing a future facility. Reconnaissance was guided by the existing 2006 Well Siting study. The preferred location is a City-owned vineyard near the end of Airport Park Boulevard (referred to as "Ukiah Redevelopment Agency near Airport" in the 2006 Well Siting study.

Well development requires compliance with the California Environmental Quality Act (CEQA). Water Resources Staff retained SMB Environmental, Inc. to conduct the environmental compliance for the project being developed by GHD.

Discussion: In order to comply with CEQA, SMB Environmental prepared an IS (Initial Study)/MND (Mitigated Negative Declaration) to analyze the potential environmental effects of the Proposed Project. On February 27, 2025, to initiate public review of the Draft IS/MND, the City filed a Notice of Completion (NOC) for the project with the Governor's Office of Planning and Research (State Clearinghouse or SCH) and a Notice of Intent (NOI)/Availability (NOA) with the County of Mendocino and released the Public Draft IS/MND for a 30-day public review. As shown in the final IS/MND and MMRP (Mitigation and Monitoring Reporting Program) (Attachment 1), two comment letters were received during the 30-day public review period. One from the California Department of Toxic Substances Control and the other from the California Department of Fish and Wildlife. Comment letters, as well as responses to their comments, can be found in Chapter 2 of the attached Final IS/MND and MMRP document.

Staff recommends the City Council approve the findings of the attached Final IS/MND and MMRP and adopt a Resolution (Attachment 2) adopting the IS/MND and MMRP for the development of an additional municipal well.

Recommended Action: Adopt a resolution to adopt an Initial Study, Mitigated Negative Declaration, and Mitigation and Monitoring Reporting Program for development of an additional municipal Well.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: Yes / No **GRANT:** Yes / No

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH: Sean White, Water Resources Director

STRATEGIC PLAN (SP): SP 2A - Continue the development and maintenance of a comprehensive Capital Improvement Plan that considers the climate impacts of those improvements.

CLIMATE INITIATIVES (CI): 7a – Expand sustainable water practices.

GENERAL PLAN ELEMENTS (GP):GP-A4 - Public Facilities, Services, and Infrastructure Element; GP-A5 - Environment and Sustainability Element

Approved:


Sage Sangiacomo, City Manager

City of Ukiah

New Municipal Well Project

Final Initial Study / Mitigated Negative Declaration SCH # 2025021131



Prepared by:



SMB Environmental, Inc.

April 2025

Table of Contents

Chapter 1 Introduction..... 1-1

Chapter 2 Comments Received 2-1

Chapter 3 Responses to Comments 3-1

Chapter 4 Revisions to the Public Draft IS/MND 4-1

Chapter 5 CEQA Findings and Determination: 5-1

Appendices

Appendix A Mitigation Monitoring and Reporting ProgramA-1

Chapter 1 Introduction

Pursuant to the California Environmental Quality Act (CEQA; Public Resources Code Section 21000, et seq. and CEQA Guidelines), the City of Ukiah (City) prepared a Public Draft Initial Study/Mitigated Negative Declaration (IS/MND) to evaluate potential environmental impacts associated with the City's proposed New Municipal Well Project (Proposed Project).

The Proposed Project is located within the City of Ukiah on lands owned by the City, located approximately 1,500 feet southeast of the City of Ukiah Municipal Airport at/near the intersection of Nygard Lane and Highway 101. Specifically, the subject parcels are located approximately 722 feet east of the Ukiah Municipal Airport within the Airport Industrial Park Planned Development, which is designated for 'Manufacturing' land use. The project area includes two assessor parcels (APN 180-110-12 and APN 180-120-15). APN 180-110-12 is a vacant, undeveloped property, while APN 180-120-15 is an existing vineyard parcel currently in agricultural use, but also subject to the same manufacturing land use designation. Both parcels are situated along a former railroad corridor and are located to the north of the US 101 overpass at Norgard Lane (County Road #211).

The purpose of the Proposed Project is to construct a new well with a capacity of approximately 600 to 1,000 gallons per minute (gpm) to help the City maintain and continue to provide its existing customers with safe and reliable water supply. The Proposed Project would consist of construction and operation of a new municipal water well within an enclosed building approximately 20-feet by 40-feet by 10-feet high, which would occur in five phases. The first phase would be the construction of a test well to determine the potential capacity of the well and to test for water quality of the aquifer. If the capacity of the well and the water quality meet Health Department standards, then the second phase for drilling and developing the well. This phase would drill the well hole and install blank and louvered casing to the necessary depths for the well. The third phase would be the installation of the pump and motor equipment. This would include the construction/installation of a drive motor, discharge line, sand separator, building, fencing, site lighting, electrical equipment and other site improvements. The fifth and last phase would be the construction of a 12-inch transmission line that would run to the north and south along the railroad for approximately 1,500-feet and tie into the City's existing 12-inch groundwater transmission line. The pipeline would be trenched and buried approximately 3-feet deep below the existing ground surface. The new well will help provide water supply and pressure requirements for the area.

On February 27, 2025, to initiate public review of the Draft IS/MND, the City filed a Notice of Completion (NOC) for the project with the Governor's Office of Planning and Research (State Clearinghouse or SCH) and a Notice of Intent (NOI)/Availability (NOA) with the County of Mendocino and released the Public Draft IS/MND for a 30-day public review. The State Clearinghouse identified the Project with SCH # 2025021131. The 30-day public review period was established between February 27 and March 31, 2025, with copies of the Draft IS/MND available for review on the City's website <https://cityofukiah.com/ceqa-review/> and at the addresses below:

City of Ukiah, Public Works Administration
300 Seminary Avenue
Ukiah, CA 95482

Main Branch Library
105 North Main Street
Ukiah, CA 95482

This Final IS/MND was prepared according to CEQA Guidelines and considers and incorporates all comments received by the State Clearinghouse and other agencies during the 30-day public review period. The purpose of this document is to clarify facts set forth in the February 2025 Public Draft IS/MND, as necessary, to ensure accuracy. The City must consider the IS/MND, together

with any comments received, before approving the Proposed Project (Public Resources Code Section 21091(f); and CEQA Guidelines Section 15074). The City has no affirmative duty to prepare formal responses to comments on the Public IS/MND, but should have adequate information on the record explaining why the comments do/do not affect the conclusion that there are no potential significant environmental effects. The City is required to, however, notify, in writing, any commenting agencies of the date of the meeting on the Proposed Project for which an IS/MND is prepared and will be decided upon for approval (Public Resources Code Section 21092.5(b); and CEQA Guideline Section 15073).

This Final IS/MND is being distributed to agencies, stakeholder organizations, and individuals who commented on the Public Draft IS/MND to ensure that interested parties have an opportunity to express their views regarding the environmental impacts of the project, and to ensure that information pertinent to permits and approvals is provided to decision makers for the City and CEQA responsible agencies. Comments from the public have been incorporated into the Final IS/MND for the City's City Council to consider whether to approve the Proposed Project. **The City is scheduled to make a final decision on the Proposed Project at its regularly scheduled City Council Meeting on May 7, 2025 at 5:15 p.m. in the City Hall Council Chambers, 300 Seminary Avenue, Ukiah, CA 95482.**

Chapter 2 Comments Received

During the 30-day public review period (February 27 through March 31, 2025) the City received two (2) comment letters regarding the Proposed Project. The City has reviewed and considered all of the comments received as follows in Table 2-1 below. Copies of the comment letters received are attached.

TABLE 2-1 COMMENTS RECEIVED		
Date	Commenting Agency	Comment Letter
February 28, 2025	Tamara Purvis, Associate Environmental Planner HWMP – Permitting Division – CEQA Unit Department of Toxic Substances Control 8800 Cal Center Drive Sacramento, CA 95826-3200	A
March 28, 2025	Tina Bartlett, Regional Manager Northern Region California Department of Fish and Wildlife 601 Locust Street Redding, CA 96001	B



Yana Garcia
Secretary for
Environmental Protection



Department of Toxic Substances Control

Katherine M. Butler, MPH, Director
8800 Cal Center Drive
Sacramento, California 95826-3200
dtsc.ca.gov



Gavin Newsom
Governor

SENT VIA ELECTRONIC MAIL

February 28, 2025

COMMENT LETTER - A

Sean White
Water Resources Director
City of Ukiah
300 Seminary Drive
Ukiah, CA 95482
swhite@cityofukiah.com

RE: MITIGATED NEGATIVE DECLARATION FOR CITY OF UKIAH NEW MUNICIPAL WELL PROJECT DATED FEBRUARY 27, 2025, STATE CLEARINGHOUSE NUMBER [2025021131](#)

Dear Sean White,

The Department of Toxic Substances Control (DTSC) reviewed the Mitigated Negative Declaration for City of Ukiah New Municipal Well Project (Project). The purpose of the Proposed Project is to construct a new well with a capacity of approximately 600 to 1,000 gallons per minute to help the City maintain and continue to provide its existing customers with safe and reliable water supply. DTSC recommends and requests consideration of the following comments:

1. If buildings or other structures are to be demolished on any Project sites included in the proposed Project, surveys should be conducted for the presence of lead-based paints or products, mercury, asbestos containing materials, and polychlorinated biphenyl caulk. Removal, demolition, and disposal of any of the above-mentioned chemicals should be conducted in compliance with California environmental regulations and policies. In addition, sampling near current and/or former buildings should be conducted in

A-1

accordance with [DTSC's Preliminary Endangerment Assessment \(PEA\) Guidance Manual](#).

2. DTSC recommends that all imported soil and fill material should be tested to assess any contaminants of concern meet screening levels as outlined in [DTSC's PEA Guidance Manual](#). Additionally, DTSC advises referencing the [DTSC Information Advisory Clean Imported Fill Material Fact Sheet](#) if importing fill is necessary. To minimize the possibility of introducing contaminated soil and fill material there should be documentation of the origins of the soil or fill material and, if applicable, sampling be conducted to ensure that the imported soil and fill material are suitable for the intended land use. The soil sampling should include analysis based on the source of the fill and knowledge of prior land use. Additional information can be found by visiting [DTSC's Human and Ecological Risk Office \(HERO\) webpage](#).

A-2

DTSC appreciates the opportunity to comment on the MND for City of Ukiah New Municipal Well Project. Thank you for your assistance in protecting California's people and environment from the harmful effects of toxic substances. If you have any questions or would like clarification on DTSC's comments, please respond to this letter or via our [CEQA Review email](#) for additional guidance.

Sincerely,

Tamara Purvis

Tamara Purvis
Associate Environmental Planner
HWMP - Permitting Division – CEQA Unit
Department of Toxic Substances Control
Tamara.Purvis@dtsc.ca.gov

Sean White
February 28, 2025
Page 3

cc: (via email)

Governor's Office of Land Use and Climate Innovation
State Clearinghouse
State.Clearinghouse@opr.ca.gov

Steve Brown
Project manager/Consultant
SMB Environmental, inc.
steve@smbenvironmental.com

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State of California – Natural Resources Agency
DEPARTMENT OF FISH AND WILDLIFE
Northern Region
601 Locust Street
Redding, CA 96001
www.wildlife.ca.gov

GAVIN NEWSOM, Governor
CHARLTON H. BONHAM, Director



COMMENT LETTER - B

March 28, 2025

Sean White
City of Ukiah
300 Seminary Drive
Ukiah, California 95482
swhite@cityofukiah.com

City of Ukiah New Municipal Well Project MITIGATED NEGATIVE DECLARATION State Clearinghouse (SCH)# 2025021131

Dear Sean White:

The California Department of Fish and Wildlife (CDFW) received a Notice of Intent to Adopt a Mitigated Negative Declaration (MND) from the City of Ukiah (Lead Agency) for the New Municipal Well Project (Project) pursuant to the California Environmental Quality Act (CEQA) and CEQA Guidelines.¹

We appreciate the opportunity to provide comments regarding aspects of the Project that CDFW, by law, may be required to carry out or approve through the exercise of its own regulatory authority under the Fish and Game Code.

CDFW ROLE

CDFW is California's Trustee Agency for fish and wildlife resources and holds those resources in trust by statute for all the people of the state. (Fish & G. Code, §§ 711.7, subd. (a) & 1802; Pub. Resources Code, § 21070; CEQA Guidelines § 15386, subd. (a).) CDFW, in its trustee capacity, has jurisdiction over the conservation, protection, and management of fish, wildlife, native plants, and habitat necessary for biologically sustainable populations of those species. (*Id.*, § 1802.) Similarly, for purposes of CEQA, CDFW is charged by law to provide, as available, biological expertise during public agency environmental review efforts, focusing specifically on projects and related activities that have the potential to adversely affect fish and wildlife resources.

CDFW is also submitting comments as a Responsible Agency pursuant to CEQA (Pub. Resources Code, § 21069; CEQA Guidelines, § 15381.). CDFW may need to exercise regulatory authority as provided by Fish and Game Code. For example, if changes are proposed, or if the well is hydrologically connected to the Russian River, the Project may be subject to CDFW's lake and streambed alteration regulatory authority. (Fish & G. Code, § 1600 et seq.)

PROJECT DESCRIPTION SUMMARY

The Lead Agency proposes to construct a new well with a capacity of approximately 600 to 1,000 gallons per minute (gpm). The Project activities include construction of a test well to determine the potential capacity of the well, development of the well and related infrastructure, construction of an 800 square foot building to house the well and its electric components, other site development, and the construction of a 1,500 linear foot water transmission line to connect to the City's existing 12-inch diameter groundwater transmission line. Construction of the Project is proposed to begin in the spring or summer of 2025 and take approximately one year to complete.

¹ CEQA is codified in the California Public Resources Code in section 21000 et seq. The "CEQA Guidelines" are found in Title 14 of the California Code of Regulations, commencing with section 15000.

Sean White
Water Resources Director
March 28, 2025
Page 2

Location

The MND identified two preliminary sites (Site 1A and 1B) for Project activities, located on two City-owned parcels situated between Highway 101 to the east, and the Coastal Conservancy's Great Redwood Trail easement to the west. The Russian River is located approximately 1,100 feet to the east of the proposed Project site.

COMMENTS AND RECOMMENDATIONS

CDFW offers the following comments and recommendations to assist the City in adequately identifying and/or mitigating the Project's significant, or potentially significant, direct and indirect impacts on fish and wildlife resources.

I. Project Description and Related Impacts Section 2.1, Page 2-1, Proposed Project Description

Comment 1: The project description does not provide an adequate discussion of the potential impact to groundwater levels and flows within the Russian River that may occur with the installation of a new production well. The MND disclosed that the Project would be implemented in five phases, with drilling of a test well to occur in Phase 1. This exploratory activity would evaluate the intervals and depths of both permeable and non-permeable soils below ground surface, and the permeability of that material.

CDFW Recommendation 1: As the proposed well site is approximately 1,100 feet from the Russian River and soils are characterized as fine to coarse-grained material with moderate infiltration rates (Ukiah Valley Basin Groundwater Sustainability Plan chapter 2.2.1.2 [2021]), Phase 1 should include a study of the potential drawdown of groundwater to determine both the vertical and lateral extent of groundwater levels during pumping. The study should also provide accurate estimates of aquifer parameters (i.e. hydraulic conductivity, transmissivity, etc.), which are critical in determining the lateral extent of the pumping influences generated by the well.

B-1

II. Environmental Setting and Related Impacts Section 3.4, Page 3-11, Biological Resources

Comment 2: The proposed Project may have a substantial adverse effect through the reduction of instream flows within the Russian River on federally listed species including Chinook Salmon (*Oncorhynchus tshawytscha*), Steelhead Trout (*O. mykiss*), Coho Salmon (*O. kisutch*), amphibian California Species of Special Concern including red-bellied newt (*Taricha rivularis*) and foothill yellow-legged Frog (*Rana boylei*), and riparian plant communities.

CDFW Recommendation 2: CDFW requests the opportunity to review the information collected during the test well's drilling and monitoring (Phase 1) to assess the potential impacts to groundwater levels and flows within the Russian River prior to the Lead Agency commencing Phase 2.

B-2

ENVIRONMENTAL DATA

CEQA requires that information developed in environmental impact reports and negative declarations be incorporated into a database which may be used to make subsequent or supplemental environmental determinations. (Pub. Resources Code, § 21003, subd. (e).) Accordingly, please report any special status species and natural communities detected during Project surveys to the California Natural

B-3

Sean White
Water Resources Director
March 28, 2025
Page 3

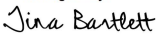
Diversity Database (CNDDDB). The CNDDDB field survey form can be filled out and submitted online at the following link:
<https://wildlife.ca.gov/Data/CNDDDB/Submitting-Data>. The types of information reported to CNDDDB can be found at the following link:
<https://www.wildlife.ca.gov/Data/CNDDDB/Plants-and-Animals>.

CONCLUSION

CDFW appreciates the opportunity to comment on the MND to assist the Lead Agency in identifying and mitigating Project impacts on biological resources. Due to the issues presented in this letter, CDFW concludes that the MND does not adequately identify or mitigate the Project's significant, or potentially significant, impacts on biological resources. Deficiencies in the MND can affect later project approvals by CDFW in its role as a Responsible Agency. In addition, because of these issues, CDFW has concerns the Lead Agency may not have the basis to approve the project or make "findings" as required by CEQA unless the environmental document is modified to eliminate and/or mitigate significant impacts, as reasonably feasible (CEQA Guidelines, §§ 15074, 15091 & 15092).

Questions regarding this letter or further coordination should be directed to Jennifer Garrison, Senior Environmental Scientist (Specialist) at 707-477-7792 or CEQAREferrals@wildlife.ca.gov.

Sincerely,

DocuSigned by:

1D82ADE7303A474...

Tina Bartlett, Regional Manager
Northern Region
California Department of Fish and Wildlife

cc: Office of Planning and Research, State Clearinghouse, Sacramento
state.clearinghouse@opr.ca.gov

California Department of Fish and Wildlife
Angela Liebenberg, Monty Larson, Bryan Demucha, Jennifer Garrison

REFERENCES

Ukiah Valley Basin Groundwater Sustainability Agency, Ukiah Valley Groundwater Sustainability Plan, December 2021.

B-4

Chapter 3 Responses to Comments

This chapter evaluates the comments received during the 30-day public review period (February 27 through March 31, 2025). During the 30-day public review period (February 27 through March 31, 2025) the City received two (2) comment letters regarding the Proposed Project. The City has reviewed and considered all of the comments received and provides a response to each of those comments below.

COMMENT LETTER A – CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCE CONTROL

Comment A-1. Comment Noted. Thank you for your comments. The Proposed Project would not involve the demolition of any buildings or other structures. Further, and as noted on Page 3-27, please be aware that the City has committed to implementing **Mitigation Measure HAZ-1: Store, Handle, Use Hazardous Materials in Accordance with Applicable Laws, among others.** As such, the City shall ensure that all construction-related and operational hazardous materials and hazardous wastes shall be stored, handled, and used in a manner consistent with relevant and applicable federal, state, and local laws. In addition, construction-related and operational hazardous materials and hazardous wastes shall be staged and stored away from stream channels and steep banks to keep these materials a safe distance from near-by residents and prevent them from entering surface waters in the event of an accidental release.

Comment A-2. Comment Noted. The City is not anticipating that any soil would be imported or exported as part of the Proposed Project. Nevertheless, the City, as shown on Page 3-27 of the IS/MND, has committed to implement **Mitigation Measure HAZ-2: Properly Dispose of Contaminated Soil and/or Groundwater.** If contaminated soil and/or groundwater is encountered or if suspected contamination is encountered during project construction, work shall be halted in the area, and the type and extent of the contamination shall be identified. A contingency plan to dispose of any contaminated soil or groundwater will be developed through consultation with appropriate regulatory agencies. As such, if any soil is imported or exported, the City will work with DTSC, among other agencies to ensure that the imported soil is suitable for the intended land use.

COMMENT LETTER B – CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE

Comment B-1. Comment Noted. Thank you for your comments. The City of Ukiah shares your concerns and has already developed well design criteria specifically to mitigate this potential issue in response to similar past comments on four prior Well Projects (Wells 7 and 8 (2008) and Wells 4 and 9 (2016).

The comment correctly points out that the Proposed Project would be implemented in five phases, with drilling of a test well to occur in Phase 1 and where this exploratory activity would evaluate the intervals and depths of both permeable and non-permeable soils below ground surface, the permeability of that material, and the ability/inability to interact with surface waters such as the Russian River and instream flows. In general, the static groundwater level in Ukiah is at approximately 10-feet below ground surface level, followed by a layer of clay (typically from 15-

to 40-feet) and then a second layer of unconfined aquifer (typically from 40- to 70-feet) and then a dense clay aquitard (typically from 70- to 90-feet).

The City's well design criteria intentionally includes a sealed, un-perforated casing through both layers of the unconfined aquifer (typically 0- to 90-feet) to eliminate opportunities for our groundwater facilities to interact with surface water. Information collected in Phase 1 will be used to develop site specific design parameters to ensure that this facility will be constructed to achieve these objectives. In addition, Phase 1 will include a study of the vertical and lateral extent of groundwater levels during pumping and extent of pumping influences to be generated by the well. The City will be glad to share this Phase 1 information with CDFW and the City will use that information to ensure that there is no interaction with the Russian River prior to going to Phase 2. Further, and as disclosed on page 3-34 in Section 3.8 - Hydrology and Water Quality of the IS/MND, the City's wells (including the Proposed Project) are and will be drilled through the unconfined aquifer and the well casings are sealed to prevent pulling from this first layer of water—rivers and creeks—and remain sealed within the layers of hard clay. When the well moves into the confined aquifers of stored water, the well casings have porous screens to allow the water to move into the well shaft where it can be pulled up. The wells vary in depth, averaging about 270 feet, and go through multiple layers of aquifers and impermeable clay, pulling water from the spongelike rock and gravel aquifer beds. As a result, the Proposed Project would not have any ability to impact instream flows of the Russian River.

Comment B-2. Comment Noted. As noted above and disclosed on page 3-34 in Section 3.8 - Hydrology and Water Quality of the IS/MND, the City's will not have any interaction with the Russian River. As a result, the Proposed Project would not have any effects on instream flows of the Russian River and thus would not have any adverse impacts on any state or federally listed biological species including Chinook Salmon, Steelhead Trout, Coho Salmon, amphibian California Species of Special Concern including red-bellied newt and foothill yellow-legged Frog, and riparian plant communities.

Further and as stated above, the City will provide CDFW with the opportunity to review the Phase 1 test drill results and the City will ensure that there is no interaction with the Russian River prior to commencing Phase 2.

Comment B-3. Comment Noted. The City will report any special status species and natural communities detected during the Project Surveys to the California Natural Diversity Database (CNDDDB).

Comment B-4. Comment Noted. The City asserts that it has sufficient measures including in the Project Description and adopted mitigation measures in place to approve the Proposed Project and adequately identify and/or mitigate the Proposed Project's potentially significant impact on biological resources. **The City is scheduled to make a final decision on the Proposed Project at its regularly scheduled City Council Meeting on May 7, 2025 at 5:15 p.m. in the City Hall Council Chambers, 300 Seminary Avenue, Ukiah, CA 95482. CDFW is invited to attend.**

Chapter 4 Revisions to the Public Draft IS/MND

This chapter shows revisions to the Public Draft IS/MND, subsequent to the document's publication and public review. The revisions are presented in the order in which they appear in the Public Draft IS/MND and are identified by section and page number in respective chapters. These revisions are shown as excerpts from the Public Draft IS/MND, with strikethrough (~~strikethrough~~) text to indicate deletions and underlined (underlined) text to indicate additions.

There are no revisions to the IS/MND.

Chapter 5 CEQA Findings and Determination:

On the basis of this Final IS/MND for the City of Ukiah New Municipal Well Project:

- ☐ I find that the Proposed Project WOULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- ☒ I find that although the Proposed Project COULD have a significant effect on the environment, there will NOT be a significant effect in this case because revisions in the Project and/or mitigation measures have been made by or agreed to by the City. As a result, a MITIGATED NEGATIVE DECLARATION will be prepared.
- ☐ I find that the Proposed Project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- ☐ I find that the Proposed Project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- ☐ I find that although the Proposed Project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the Proposed Project, nothing further is required.

Sean White

Signature

April 22, 2025

Date

Sean White

Printed Name

Water Resources Director

Title

Appendix A

Mitigation Monitoring and Reporting Program

MITIGATION MONITORING AND REPORTING PROGRAM

**City of Ukiah
New Municipal Well Project**

Final Initial Study / Mitigated Negative Declaration

SCH # 20250211131

Prepared for:

City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482

Prepared by:



SMB Environmental, Inc.

April 2025

INTRODUCTION

Pursuant to the California Environmental Quality Act (CEQA; Public Resources Code Section 21000, et seq. and CEQA Guidelines), the City of Ukiah (City) prepared a Public Draft Initial Study/Mitigated Negative Declaration (IS/MND) to evaluate potential environmental impacts associated with the City's New Municipal Well Project (Proposed Project).

The Proposed Project is located within the City of Ukiah on lands owned by the City, located approximately 1,500 feet southeast of the City of Ukiah Municipal Airport at/near the intersection of Nygard Lane and Highway 101. Specifically, the subject parcels are located approximately 722 feet east of the Ukiah Municipal Airport within the Airport Industrial Park Planned Development, which is designated for 'Manufacturing' land use. The project area includes two assessor parcels (APN 180-110-12 and APN 180-120-15). APN 180-110-12 is a vacant, undeveloped property, while APN 180-120-15 is an existing vineyard parcel currently in agricultural use, but also subject to the same manufacturing land use designation. Both parcels are situated along a former railroad corridor and are located to the north of the US 101 overpass at Norgard Lane (County Road #211).

The purpose of the Proposed Project is to construct a new well with a capacity of approximately 600 to 1,000 gallons per minute (gpm) to help the City maintain and continue to provide its existing customers with safe and reliable water supply. The Proposed Project would consist of construction and operation of a new municipal water well within an enclosed building approximately 20-feet by 40-feet by 10-feet high, which would occur in five phases. The first phase would be the construction of a test well to determine the potential capacity of the well and to test for water quality of the aquifer. If the capacity of the well and the water quality meet Health Department standards, then the second phase for drilling and developing the well. This phase would drill the well hole and install blank and louvered casing to the necessary depths for the well. The third phase would be the installation of the pump and motor equipment. This would include the construction/installation of a drive motor, discharge line, sand separator, building, fencing, site lighting, electrical equipment and other site improvements. The fifth and last phase would be the construction of a 12-inch transmission line that would run to the north and south along the railroad for approximately 1,500-feet and tie into the City's existing 12-inch groundwater transmission line. The pipeline would be trench and buried approximately 3-feet deep below the existing ground

surface. The new well will help provide water supply and pressure requirements for the area.

On February 27, 2025, to initiate public review of the Draft IS/MND, the City filed a Notice of Completion (NOC) for the project with the Governor's Office of Planning and Research (State Clearinghouse or SCH) and a Notice of Availability (NOA) with the County of Mendocino and released the Public Draft IS/MND for a 30-day public review. The State Clearinghouse identified the Project with SCH # 2025021131. The 30-day public review period was established between February 27 and March 31, 2025, with copies of the Draft IS/MND available for review on the City's website <https://cityofukiah.com/ceqa-review/> and at 300 Seminary Avenue, Ukiah, CA 95482 and at the City of Ukiah Main Brnch Library at 100 North Main Street, Ukiah, CA 95482.

The City received two (2) comment letters during the 30-day public review period and has considered all comments received. The City then prepared a Final IS/MND according to CEQA Guidelines. Based on the Final IS/MND, the Proposed Project would not result in new significant impacts, substantially increase the severity of previously disclosed impacts, or involve any of the other conditions related to changed circumstances or new information that would require a EIR under Public Resources Code section 21166 and CEQA Guidelines section 15162 beyond those impacts and conditions already identified in the City's Public Draft IS/MND.

PURPOSE OF MITIGATION MONITORING AND REPORTING PROGRAM

This MMRP has been prepared to ensure that all required mitigation measures are implemented and completed in a satisfactory manner before and during project construction and operation. The MMRP may be modified by the City during project implementation, as necessary, in response to changing conditions or other refinements. Table A (included at the end of this document) has been prepared to assist the responsible parties in implementing the mitigation measures. The table identifies individual mitigation measures, monitoring/mitigation timing, and responsible person/agency for implementing the measure, monitoring and reporting procedure, and space to confirm implementation of the mitigation measures. The numbering of mitigation measures follows the numbering sequence found in the Public Draft IS/MND.

ROLES AND RESPONSIBILITIES

Unless otherwise specified herein, the City is responsible for taking all actions necessary to implement the mitigation measures under its jurisdiction according to the specifications provided for each measure and for demonstrating that the action has been successfully completed. The City, at its discretion, may delegate implementation responsibility or portions thereof to a licensed contractor or other designated agent. The City would be responsible for overall administration of the MMRP and for verifying that City staff members and/or the construction contractor has completed the necessary actions for each measure.

The City shall designate a project manager to oversee implementation of the MMRP and who is primarily responsible for implementing the mitigation measures for the Proposed Project as described in this MMRP. Duties of the project manager include the following:

- Ensure that routine inspections of the construction site are conducted by appropriate City staff; check plans, reports, and other documents required by the MMRP; and conduct report activities.
- Serve as a liaison between the City and the contractor or project applicant regarding mitigation-monitoring issues.
- Complete forms and maintain reports and other records and documents generated by the MMRP.
- Coordinate and ensure that corrective actions or enforcement measures are taken, if necessary.

The responsible party for implementation of each item shall identify the staff members responsible for coordinating with the City on the MMRP.

REPORTING

The City’s Project Manager shall prepare a monitoring report, upon completion of the project, on the compliance of the activity with the required mitigation measures. Information regarding inspections and other requirements shall be compiled and explained in the report. The report shall be designed to simply and clearly identify whether mitigation measures have been adequately implemented. At a minimum, each report shall identify the mitigation measures or conditions to be monitored for implementation, whether compliance with the mitigation measures or conditions has occurred,

the procedures used to assess compliance, and whether further action is required.

MITIGATION MONITORING AND REPORTING PLAN TABLE

The categories identified in Table A are described below.

- **Mitigation Measure** – This column provides the text of the mitigation measures identified in the IS/MND.
- **Timing** – This column identifies the time frame in which the mitigation will take place.
- **Implementation** – This column identifies the party responsible for implementing compliance with the requirements of the mitigation measure
- **Enforcement** – This column identifies the party responsible for enforcing compliance with the requirements of the mitigation measure.
- **Dated Signature for Verification of Compliance** – This column is to be dated and signed by the person (either project manager or his/her designee) responsible for verifying compliance with the requirements of the mitigation measure.

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
3.1 AESTHETICS				
Mitigation Measure AES-1: Implement Visual Construction Best Management Practices. The City and/or its contractor shall remove construction debris and dispose of it at a licensed facility on a daily basis. In the event daily disposal is not determined to be practical, it must be stored on site as far from residential receptors as feasible and be screened from view. The contractor would also be required to remove any debris, mud or other soils from the site that was deposited on public roadways by construction-related traffic. Construction equipment and crew parking areas are to be staged in an orderly manner and as far as possible from existing residences. Site conditions are to be left in a clean and orderly manner at the end of each working day.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure AES-2: Implement Architectural Features into Facility Design. The City and/or its contractor shall design and construct the new well facility to match the visual characteristics of the City's existing groundwater well facilities throughout the City, as much as feasible.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure AES-3: Respectful and Effective Lighting. To ensure that the project's exterior lighting does not spill over onto the adjacent uses including the adjacent airport operations and residential areas, all exterior light fixtures on the new well, shall be shielded or directed away from adjoining uses. Outdoor light intensity shall be limited to that necessary for adequate security and safety and be activated by motion sensors - as appropriate. All outside lighting shall be directed to prevent spillage onto adjacent properties and shall be shown on the site plans and elevations.	During and after construction of the Proposed Project	City of Ukiah	City of Ukiah	
3.3 AIR QUALITY/GREENHOUSE GASES				
Mitigation Measure AIR-1: Basic Construction Mitigation Measures Recommended for ALL Proposed Construction Projects. During all phases of construction and as appropriate, the following procedures shall be implemented: • Water all active construction areas at least twice daily. Frequency should be based on the type of operation, soil, and wind exposure. • Prohibit all grading activities during periods of high wind (over 15 mph). • Apply chemical soil stabilizers on inactive construction areas (disturbed lands within construction projects that are unused for at least four consecutive days). • Apply non-toxic binders (e.g., latex acrylic copolymer) to exposed areas after cut and fill operations and hydro seed area.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	

¹ The City's Water Resources Director is primarily responsible for implementing and/or ensuring the implementation of the mitigation measures for the Proposed Project as described in this MMRP.

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
- Haul trucks shall maintain at least 2'0" of freeboard. - Cover all trucks hauling dirt, sand, or loose materials. - Plant tree windbreaks on the windward perimeter of construction projects if adjacent to open land. - Plant vegetative ground cover in disturbed areas as soon as possible. - Cover inactive storage piles. - Install wheel washers at the entrance to construction sites for all exiting trucks. - Pave all roads on construction sites. - Sweep streets if visible soil material is carried out from the construction site. - Post a publicly visible sign which specifies the telephone number and person to contact regarding dust complaints. This person shall respond to complaints and take corrective action within 48 hours. The phone number of the Monterey Bay Unified Air Pollution Control District shall be visible to ensure compliance with Rule 402 (Nuisance). - Limit the area under construction at any one time. - Limit the pieces of equipment used at any one time. - Minimize the use of diesel-powered equipment (i.e., wheeled tractor, wheeled loader, roller) by using gasoline-powered equipment to reduce NOx emissions. - Limit the hours of operation for heavy-duty equipment. - Undertake project during non-zone season (November 1 – April 30). - Off-site mitigation				
3.4 BIOLOGICAL RESOURCES				
Mitigation Measure BIO-1: Conduct Pre-construction Survey(s) for Special Status Wildlife Species. A qualified biologist shall conduct a pre-construction survey for state and federal special status plant and wildlife species no more than 14-days prior to construction. If a wildlife special species is found near any proposed construction areas, impacts on individuals and their habitat shall be avoided to the extent feasible. If occupied habitat can be avoided, an exclusion zone shall be established around the habitat and temporary suitable/authorized fencing shall be installed around the buffer area with "Sensitive Habitat Area" signs posted and clearly visible on the outside of the fence. If avoidance is not possible and the species is determined to be present in work areas, the qualified biologist with prior approval from CDFW and/or	Prior to construction of the Proposed Project	City of Ukiah	City of Ukiah	

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
USFWS may capture the wildlife special status species prior to construction activities and relocate them to nearby, suitable habitat a minimum of 300-feet from the work area. Exclusion fencing shall then be installed if feasible to prevent them from reentering the work area. For the duration of work in these areas, the biologist should conduct regular follow-up visits to monitor effectiveness.				
Mitigation Measure BIO-2: Conduct Bird Breeding and Nesting Surveys. For construction activities that occur between February 1 and August 31, preconstruction breeding and nesting bird surveys shall be conducted by a qualified biologist prior to and within 14 days of any initial ground-disturbance activities. Surveys shall be conducted within all suitable nesting habitat within 250-feet of the activity. All active, non-status passerine nests identified at that time shall be protected by a 50-foot radius minimum exclusion zone. Active raptor or special-status species nests shall be protected by a buffer with a minimum radius of 200-feet. CDFW and USFWS recommend that a minimum 500-foot exclusion buffer be established around active special status species nests. The following considerations apply to this mitigation measure: - Survey results are valid for 14-days from the survey date. Should ground disturbance commence later than 14-days from the survey date, surveys should be repeated. If no breeding birds are encountered, then work may proceed as planned. - Exclusion zone sizes may vary, depending on habitat characteristics and species, and are generally larger for raptors and colonial nesting birds. Each exclusion zone would remain in place until the nest is abandoned or all young have fledged. - The non-breeding season is defined as September 1 to January 31. During this period, breeding is not occurring and surveys are not required. However, if nesting birds are encountered during work activities in the non-breeding season, disturbance activities within a minimum of 50-feet of the nest should be postponed until the nest is abandoned or young birds have fledged.	Prior to construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure BIO-3: Environmental Awareness Training. All construction personnel shall be given environmental awareness training by the Proposed Project's environmental inspector or biological monitor before the start of construction. The training will familiarize all construction personnel with the federally listed species that may occur in the Project Area, their habitats, general provisions and protections afforded by the Endangered Species Act, measures to be implemented to protect these species, and the project boundaries. This training will be provided to any new worker before they are authorized to perform project work. As part of the environmental awareness training, construction personnel will be notified that no dogs or any other pets under control of construction personnel will be allowed in the Project Area, and that no firearms will be permitted in the Project Area, unless carried by authorized security personnel or law enforcement.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure BIO-4: Biological Monitor. Based on the results of BIO-1 and BIO-2 above, a CDFW and/or USFWS-approved Biological Monitor shall be present on-site for all construction activities that occur within 100-feet of any identified suitable habitats for state and/or federally listed species that may be present during the construction of the Proposed Project. To the extent required, the City will submit the Biological Monitor's qualifications to the CDFW and the USFWS for approval 30-days prior to project construction. The Biological Monitor will ensure that all applicable avoidance and minimization measures are implemented during project construction. The Biological Monitor will also ensure that all	Prior to construction of the Proposed Project	City of Ukiah	City of Ukiah	

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
vehicles entering the site are free of debris that may harbor organisms that could be introduced to the site, such as vegetation or mud from other areas. The Biological Monitor will oversee construction activities to ensure that no state or federally listed species and/or their habitats experience unintended effects. The Biological Monitor will have the authority to stop any work activities that could result in unintended adverse effects to covered species and/or their habitats.				
Mitigation Measure BIO-5: Staging Areas and Access Routes. When working on habitats that support state and/or federally listed species, disturbance to existing grades and vegetation will be limited to the actual site of the Proposed Project and necessary access routes. Placement of all roads, staging areas, and other facilities will avoid and limit disturbance-sensitive habitats (e.g., riparian habitat, suitable habitats) as much as possible. All staging and material storage areas, including the locations where equipment and vehicles are parked overnight, will be placed outside of the flood zone of a watercourse, away from riparian habitat or wetland habitat, and away from any other sensitive habitats. When possible, staging and access areas will be situated in areas that are previously disturbed, such as developed areas, paved areas, parking lots, areas with bare ground or gravel, and areas clear of vegetation.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
3.5 CULTURAL RESOURCES				
Mitigation Measure CR-1: Halt Work if Cultural Resources are Discovered. In the event that any prehistoric or historic subsurface cultural resources are discovered during ground disturbing activities, all work within 100-feet of the resources shall be halted and after notification, the City shall consult with a qualified archaeologist to assess the significance of the find. If any find is determined to be significant (CEQA Guidelines 15064.5[a][3] or as unique archaeological resources per Section 21083.2 of the California Public Resources Code), representatives of the City and a qualified archaeologist shall meet to determine the appropriate course of action. In considering any suggested mitigation proposed by the consulting archaeologist in order to mitigate impacts to historical resources or unique archaeological resources, the lead agency shall determine whether avoidance is necessary and feasible in light of factors such as the nature of the find, project design, costs, and other considerations. If avoidance is infeasible, other appropriate measures (e.g., data recovery) shall be instituted. Work may proceed on other parts of the project site while mitigation for historical resources or unique archaeological resources is carried out.	Upon discovery of cultural resources	City of Ukiah	City of Ukiah	
Mitigation Measure CR-2: Stop Work if Paleontological Resources are Discovered. If paleontological resources, such as fossilized bone, teeth, shell, tracks, trails, casts, molds, or impressions are discovered during ground-disturbing activities, work will stop in that area and within 100-feet of the find until a qualified paleontologist can assess the significance of the find and, if necessary, develop appropriate treatment measures in consultation with the City.	Upon discovery of the suspected paleontological remains	City of Ukiah	City of Ukiah	
Mitigation Measure CR-3: Halt Work if Human Remains are Found. If human remains are encountered during excavation activities conducted for the Proposed Project, all work in the adjacent area shall stop immediately and the Mendocino County Coroner's office shall be notified. If the Coroner determines that the remains are Native American in	Upon the discovery of	City of Ukiah	City of Ukiah	

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
origin, the Native American Heritage Commission shall be notified and will identify the Most Likely Descendent, who will be consulted for recommendations for treatment of the discovered human remains and any associated burial goods.	suspected human remains			
3.6 GEOLOGY AND SOILS				
Mitigation Measure GEO-1: Erosion and Sedimentation Prevention Procedures. The City, or its contractor, shall comply with applicable State Water Resources Control Board regulations for Construction and Municipal Stormwater Projects.	Prior to construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure GEO-2: Conduct Geotechnical Investigation. The City shall conduct a design-level geotechnical study/investigation to project implementation to determine proper design and construction methods, including design of any soil remediation measures as required to reduce hazards caused by landslides, liquefaction, and/or lateral spreading.	Prior to construction of the Proposed Project	City of Ukiah	City of Ukiah	
3.7 HAZARDS AND HAZARDOUS MATERIALS				
Mitigation Measure HAZ-1: Store, Handle, Use Hazardous Materials in Accordance with Applicable Laws. The City shall ensure that all construction-related and operational hazardous materials and hazardous wastes shall be stored, handled, and used in a manner consistent with relevant and applicable federal, state, and local laws. In addition, construction-related and operational hazardous materials and hazardous wastes shall be staged and stored away from stream channels and steep banks to keep these materials a safe distance from near-by residents and prevent them from entering surface waters in the event of an accidental release.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure HAZ-2: Properly Dispose of Contaminated Soil and/or Groundwater. If contaminated soil and/or groundwater is encountered or if suspected contamination is encountered during project construction, work shall be halted in the area, and the type and extent of the contamination shall be identified. A contingency plan to dispose of any contaminated soil or groundwater will be developed through consultation with appropriate regulatory agencies.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure HAZ-3: Equipment Inspection and Maintenance. The City shall ensure that well-maintained equipment will be used to perform the work, and except in the case of a failure or breakdown, equipment maintenance will be performed off-site. Equipment will be inspected daily by the operator for leaks or spills. If leaks or spills are encountered, the source of the leak will be identified, leaked material will be cleaned up, and the cleaning materials will be collected and properly disposed. Spills, leaks, and other problems of a similar nature will be resolved immediately to prevent unnecessary effects on state and federally listed species and their habitats. A plan for the emergency cleanup of any spills of fuel or other material will be available on site, and adequate materials for spill cleanup will be maintained on site.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
Mitigation Measure HAZ-4: Fueling Activities. The City will protect state and federally listed species and their habitats from pollution due to fuels, oils, lubricants, and other harmful materials. Vehicles and equipment that are used during the Proposed Project will be fueled and serviced in a manner that will not affect federally listed species or their habitats. Machinery and equipment used will be serviced, fueled, and maintained on uplands in a “safe” area (i.e., outside of sensitive habitats) and will be located outside of suitable habitats for federally listed species, to prevent contamination. Fueling equipment and vehicles will be kept more than 200-feet away from aquatic habitats (i.e., waters of the U.S. and Waters of the State), and more than 100-feet away from suitable terrestrial habitats for federally listed species. Exceptions to this distance requirement may be allowed for large cranes, pile drivers, and drill rigs, if they cannot be easily moved. The City will establish a temporary fuel containment basin if these buffers cannot be maintained. Fueling will be conducted in accordance with procedures to be developed in a Spill Prevention and Pollution Control Plan.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure HAZ-5: Equipment Staging. The City shall ensure that no staging of construction materials, equipment, tools, buildings, trailers, or restroom facilities will occur in a floodplain during flood season, even if staging is only temporary.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure HAZ-6: Comply with FAA Advisory Circular 150/5370-2. The City and its contractors shall comply with all relevant sections of the FAA Advisory Circular 150/5370-2, which sets forth guidelines for operational safety on airports during construction, including the development of an Airport Construction and Phasing Plan that must be provided to and approved of by the Airport Manager/Airport Traffic Control Tower folks prior to construction. The City shall coordinate all associated construction activities with the Airport Manager/Airport Traffic Control Tower within 5 business days prior to the initiation of construction activities.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure HAZ-7: Comply with FAA Advisory Circular 70/7460-1M. The City and its contractors shall comply with all relevant sections of the FAA Advisory Circular 70/7460-1M, which sets forth guidelines for obstruction marking and lighting. The Proposed Project will exceed the RWY 09/27 Part 77 Transitional surface and therefore, the structure must be lighted with red obstruction lights in accordance with FAA Advisory Circular 70/7460-1, Obstruction Marking and Lighting, Chapters 4, 5, and 12. Copy of the current AC 70/7460-1 can be viewed and/or downloaded with red obstruction lights in accordance with FAA Advisory Circular 70/7460-1, Obstruction Marking and Lighting, Chapters 4, 5, and 12. Copy of the current AC 70/7460-1 can be viewed and/or downloaded at: https://www.faa.gov/regulations_policies/advisory_circulars/index.cfm/go/document.current/documentNumber/70_7460-1 . A separate notice shall be filed with the FAA if any of the construction equipment, such as temporary cranes, whose working limits would exceed the height and lateral dimensions of the current Proposed Project.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
Mitigation Measure HAZ-8: Fire Prevention and Control. The City shall comply with all federal, state, county and local fire regulations pertaining to burning permits and the prevention of uncontrolled fires. As appropriate, the following measures shall be implemented to prevent fire hazards and control of fires: • The City shall develop and implement a fire prevention and suppression plan for the Proposed Project for those activities that have a risk of starting a wildfire. • A list of relevant fire authorities and their designated representative to contact shall be maintained on site by City and/or construction personnel. • Adequate firefighting equipment shall be available on site in accordance with the applicable regulatory requirements. • The level of fire hazard shall be posted at the construction office (where visible for workers) and workers shall be made aware of the hazard level and related implications. • The City or its contractor shall have sufficient fire suppression equipment to handle any possible fire emergency that could be caused by the Proposed project's construction activities. As appropriate, this shall include, although not be limited to, water trucks; portable water pumps; chemical fire extinguishers; hand tools such as shovels, axes, and chain saws. Specifically, the City or its contractor shall supply and maintain in working order an adequate supply of fire extinguishers for each crew engaged in potentially combustible work such as welding, cutting, and grinding. • All equipment shall be equipped with spark arrestors. • In the event of a fire, the City or its contractor shall immediately use resources necessary to contain the fire. The City or contractor shall then notify local emergency response personnel. • Any and all tree-clearing activities (if any) are to be carried out in accordance with local rules and regulations for the prevention of forest fires. • Burning shall be prohibited. • Flammable wastes shall be removed from the construction site on a regular basis. • Flammable materials kept on the construction site must be stored in approved containers away from ignition sources. • Smoking shall be prohibited on the construction site, except at designated safe areas with proper cigarette disposal containers.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	

3.8 HYDROLOGY AND WATER QUALITY

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
Mitigation Measure HWQ-1: Implement Construction Best Management Practices. The City, or its contractor, shall comply with applicable State Water Resources Control Board regulations for Construction and Municipal Stormwater Projects.	Prior to and during construction of the Proposed Project	City of Ukiah	City of Ukiah	
3.11 NOISE				
Mitigation Measure NOI-1: Limit Construction Hours. Construction activities will be limited to the least noise-sensitive times and will comply with the City's noise ordinances. Construction, alteration, and other related activities shall be allowed on weekdays between the hours of 7 a.m. and 7 p.m., and on Saturdays between the hours of 9 a.m. and 4 p.m. Construction activities shall not exceed the outdoor ambient sound level (dBA) of 75 dBA.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure NOI-2: Locate Staging Areas away from Sensitive Receptors. The City's construction specification shall require that the contractor select staging areas as far as feasibly possible from sensitive receptors.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure NOI-3: Maintain Mufflers on Equipment. The City's construction specifications shall require the contractor to maintain all construction equipment with manufacturer's specified noise-muffling devices.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure NOI-4: Idling Prohibition and Enforcement. The City shall prohibit and enforce unnecessary idling of internal combustion engines. In practice, this would mean turning off equipment if it will not be used for five or more minutes.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
Mitigation Measure NOI-5: Equipment Location and Shielding. Locate all stationary noise-generating construction equipment such as air compressors and standby power generators as far as possible from homes and businesses.	During construction of the Proposed Project	City of Ukiah	City of Ukiah	
3.17 TRIBAL CULTURAL RESOURCES				
Mitigation Measure TCR-1: Halt Work if Tribal Cultural Resources are Discovered. In the event that any tribal cultural resources are discovered during ground disturbing activities, all work within 100-feet of the resources shall be halted and after notification, the City shall consult with a qualified archaeologist and local tribes to assess the significance of the find. If any find is determined to be significant as a unique tribal cultural resource, the City shall treat the resource	During construction of the Proposed Project	City of Ukiah	City of Ukiah	

Table A
Mitigation Monitoring and Reporting Plan
City of Ukiah New Municipal Well Project
IS/MND

Mitigation Measure	Timing	Implementation ¹	Enforcement ¹	Dated Signature for Verification of Compliance
with culturally appropriate dignity, taking into account the tribal cultural values and meaning of the resource, including to, but not limited to, the following: • Protecting the cultural character and integrity of the resource; • Protecting the traditional use of the resource; and • Protecting the confidentiality of the resource. In considering any suggested mitigation proposed by the consulting archaeologist and/or the appropriate tribe in order to mitigate impacts to any tribal cultural resources find, the City shall determine whether avoidance is feasible in light of factors such as the nature of the find, project design, costs, and other considerations. If avoidance is infeasible, other appropriate measures (e.g., data recovery) shall be instituted and coordinated with the appropriate tribe(s). Work may proceed on other parts of the project site while mitigation measures for tribal cultural resources or other unique archaeological resources are carried out.				

RESOLUTION NO. 2025-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING AN INITIAL STUDY/MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM, IN ACCORDANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR THE UKIAH NEW MUNICIPAL WELL PROJECT**

WHEREAS, the City of Ukiah (City) prepared an Initial Study/Mitigated Negative Declaration for the Public Works Ukiah New Municipal Well Project (Proposed Project) in accordance with the requirements of the California Environmental Quality Act of 1970, as amended ("CEQA"), and state and local guidelines implementing CEQA; and

WHEREAS, the City is the CEQA Lead Agency on the Proposed Project, and the City Council is the decision-making body for the Proposed Project; and

WHEREAS, the Proposed Project is located within the City of Ukiah on lands owned by the City, located approximately 1,500 feet southeast of the City of Ukiah Municipal Airport at/near the intersection of Nygard Lane and Highway 101; and

WHEREAS, the subject parcels are located approximately 722 feet east of the Ukiah Municipal Airport within the Airport Industrial Park Planned Development, which is designated for 'Manufacturing' land use; and

WHEREAS, the project area includes two assessor parcels (APN 180-110-12 and APN 180-120-15). APN 180-110-12 is a vacant, undeveloped property, while APN 180-120-15 is an existing vineyard parcel currently in agricultural use, but also subject to the same manufacturing land use designation. Both parcels are situated along a former railroad corridor and are located to the north of the US 101 overpass at Norgard Lane (County Road #211); and

WHEREAS, the purpose of the Proposed Project is to construct a new well with a capacity of approximately 600 to 1,000 gallons per minute (gpm) to help the City maintain and continue to provide its existing customers with safe and reliable water supply; and

WHEREAS, the Proposed Project would consist of construction and operation of a new municipal water well within an enclosed building approximately 20-feet by 40-feet by 10-feet high, which would occur in five phases; and

WHEREAS, the first phase would be the construction of a test well to determine the potential capacity of the well and to test for water quality of the aquifer. If the capacity of the well and the water quality meet Health Department standards, then the second phase for drilling and developing the well. This phase would drill the well hole and install blank and louvered casing to the necessary depths for the well. The third phase would be the installation of the pump and motor equipment. This would include the construction/installation of a drive motor, discharge line, sand separator, building, fencing, site lighting, electrical equipment and other site improvements. The fifth and last phase would be the construction of a 12-inch transmission line that would run to the north and south along the railroad for approximately 1,500-feet and tie into the City's existing 12-inch groundwater transmission line. The pipeline would be trenched and buried approximately 3-feet deep below the existing ground surface. The new well will help provide water supply and pressure requirements for the area; and

WHEREAS, on February 27, 2025, to initiate public review of the Draft IS/MND, the City filed a Notice of Completion (NOC) for the project with the Governor's Office of Planning and Research (State Clearinghouse or SCH) and a Notice of Intent (NOI)/Availability (NOA) with the County of Mendocino and released the Public Draft IS/MND for a 30-day public review; and

WHEREAS, the State Clearinghouse identified the Project with SCH # 2025021131; and

WHEREAS, the 30-day public review period was established between February 27 and March 31, 2025, with copies of the Draft IS/MND available for review on the City's website <https://cityofukiah.com/ceqa-review/> and at the addresses below:

City of Ukiah, Public Works Administration
300 Seminary Avenue
Ukiah, CA 95482

Main Branch Library
105 North Main Street
Ukiah, CA 95482; and

WHEREAS, the Final IS/MND was prepared according to CEQA Guidelines and considers and incorporates all comments received by the State Clearinghouse and other agencies during the 30- day public review period; and

WHEREAS, the purpose of this document is to clarify facts set forth in the February 2025 Public Draft IS/MND, as necessary, to ensure accuracy; and

WHEREAS, the City must consider the IS/MND, together with any comments received, before approving the Proposed Project (Public Resources Code Section 21091(f); and CEQA Guidelines Section 15074); and

WHEREAS, the City has no affirmative duty to prepare formal responses to comments on the Public IS/MND, but should have adequate information on the record explaining why the comments do/do not affect the conclusion that there are no potential significant environmental effects; and

WHEREAS, the City is required to, however, notify, in writing, any commenting agencies of the date of the meeting on the Proposed Project for which an IS/MND is prepared and will be decided upon for approval (Public Resources Code Section 21092.5(b); and CEQA Guideline Section 15073); and

WHEREAS, the Final IS/MND is being distributed to agencies, stakeholder organizations, and individuals who commented on the Public Draft IS/MND to ensure that interested parties have an opportunity to express their views regarding the environmental impacts of the Proposed Project, and to ensure that information pertinent to permits and approvals is provided to decision makers for the City and CEQA responsible agencies; and

WHEREAS, comments from the public have been incorporated into the Final IS/MND for the City's City Council to consider whether to approve the Proposed Project; and

WHEREAS, the City is scheduled to make a final decision on the Proposed Project at its regularly scheduled City Council Meeting on May 7, 2025 at 5:15 p.m. in the City Hall Council Chambers, 300 Seminary Avenue, Ukiah, CA 95482.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UKIAH AS FOLLOWS:

THAT THE CITY COUNCIL does hereby make the following findings: (1) it has independently reviewed, analyzed and based its decision on the whole of the record, which includes those items identified in Public Resources Code Section 21167.6(e), including, but not limited to, the Public Draft and Final Initial Study/Mitigated Negative Declaration, the staff reports and other information in the administrative record. The City Council has considered the information contained therein, prior to acting upon or approving the Project, (2) the Public Draft and Final Initial Study/Mitigated Negative Declaration prepared for the Proposed Project has been completed in compliance with CEQA and consistent with state and local guidelines implementing CEQA, and (3) the Public Draft and Final Initial Study/Mitigated Negative Declaration represents the independent judgment and

analysis of the City as lead agency for the Proposed Project. The City Council designates the City's Director of Public Works Department as the custodian of documents and records of proceedings on which this decision is based.

THAT THE CITY COUNCIL does hereby adopt the MMRP prepared for the Proposed Project. The Public Draft, Final Initial Study/Mitigated Negative Declaration, and MMRP are: (1) on file with the City at its Public Works Department at 300 Seminary Avenue, Ukiah, California 95482 and (2) available for inspection by any interested person.

THAT THE CITY COUNCIL does hereby authorize the Water Resources Director to file the Notice of Determination with the California State Clearinghouse and the Mendocino County Recorder-Clerk, along with a check for \$3,018.75 for the required California Fish and Wildlife Filing Fee (\$2,968.75) and the Mendocino County Processing Fee (\$50) within five (5) days of this resolution as required by CEQA.

THAT THE CITY COUNCIL does hereby adopt the Ukiah Municipal Well Project, as currently written. The Ukiah Municipal Well Project Initial Study/Mitigated Negative Declaration and Notice of Determination is: (1) on file with the City at its Public Works Department at 300 Seminary Avenue, Ukiah, California 95482 and (2) available for inspection by any interested person.

PASSED AND ADOPTED this 7th day of May, 2025, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Authorize the City Manager to Negotiate and Execute a Purchase Agreement for One Parcel, APN 167-280-15, Located at 1 Carousel Lane, and Adopt Resolution Approving the Purchase of Real Property Located at 1 Carousel Lane for the City of Ukiah Corporation Yard; Find the Project Categorically Exempt from the California Environmental Quality Act Pursuant to CEQA Guidelines Section 15301 (Existing Facilities); and Approve Corresponding Budget Amendment.

DEPARTMENT: City Manager /
Admin

PREPARED BY: Shannon Riley, Deputy City Manager

PRESENTER: Shannon Riley, Deputy City Manager

ATTACHMENTS:

1. Carousel PSA_fully executed
2. DRAFT NOE - 1 Carousel Lane
3. Resolution CEQA Exemption Carousel_050725

Summary: The City Council will consider authorizing the City Manager to negotiate and execute a Purchase Agreement for one parcel, APN 167-280-15, located at 1 Carousel Lane, and adopt resolution approving the purchase of real property located at 1 Carousel Lane for the City of Ukiah Corporation Yard; find the project Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Existing Facilities); and approving corresponding budget amendment.

Background: The City of Ukiah's Corporation Yard is the base of operations for the City Fleet and Plant Maintenance Facility, Street Maintenance Crew, Water and Wastewater Maintenance Crew, and, until recently, the Electric Utility Maintenance Crew. It is currently located on the east side of the Ukiah Airport; many of the structures are in failing condition and the size/location are quickly becoming inadequate for the Staff and equipment needs. Therefore, in 2022, the City issued debt (Lease Revenue Bonds, Series 2022) to finance the renovation/replacement of this facility, estimated at \$15 million, and to conduct improvements to various city streets.

Since that time, Staff has explored various options for the Corporation Yard, resulting in ruling out new construction due to the exceedingly high cost. A needs assessment for the facility established that the site should consist of approximately 60,000 square feet of covered space on roughly five acres. Existing facilities meeting this description are limited; however, a building meeting these specifications has become available at 1 Carousel Lane.

The site is situated north of the city limits, but is still located centrally within the service area for the Ukiah Valley Water Authority, and with easy access to the freeway.

Discussion: With Council's direction, Staff has completed much of the necessary due diligence for the purchase of this property, including obtaining a Phase One Environmental Report that shows no findings, and begun negotiations with the Seller. The City and the Seller have agreed to the terms outlined in the Purchase and Sale Agreement (Attachment 1), with an agreed price of \$7,600,000 plus normal and customary closing costs and corresponding due diligence.

The City recently commissioned an appraisal for another nearby industrial property, also for a potential Corporation Yard location, and the agreed-upon price for 1 Carousel is consistent with that valuation and the associate comparisons.

The Community Development Department has evaluated and determined that the purchase qualifies for a Categorical Exemption Section 15301 (Existing Facilities) under the California Environmental Quality Act; see Attachment 2 for the draft Notice of Exemption. The project site is zoned for industrial use and the proposed municipal corporation yard operations are consistent with both current and historical industrial uses of the property.

This facility is well within the planned budget and is an ideal fit for the future of the Corporation Yard. Staff is requesting the Council authorize the City Manager to negotiate and execute the final stages of this acquisition and adopt the attached resolution (Attachment 3) approving the purchase of real property located at 1 Carousel Lane for relocation of the City Corporation Yard; find the project categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Existing Facilities); and approve the corresponding budget amendment.

Recommended Action: Authorize the City Manager to negotiate and execute a Purchase Agreement for one parcel, APN 167-280-15, located at 1 Carousel Lane, and adopt resolution approving the purchase of real property located at 1 Carousel Lane for the City of Ukiah Corporation Yard; find the project Categorical Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Existing Facilities); and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: 20824300.80220.18190: -\$30,200

PROPOSED BUDGET AMOUNT: 20824300.80220.18190: \$7,630,200 plus normal and customary closing costs and corresponding due diligence

FINANCING SOURCE: 2022 Lease Revenue Bonds

REVENUE: No **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): SP 2A - Continue the development and maintenance of a comprehensive Capital Improvement Plan that considers the climate impacts of those improvements.

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved: 
Sage Sangiacomo, City Manager



STANDARD OFFER, AGREEMENT AND ESCROW INSTRUCTIONS FOR PURCHASE OF REAL ESTATE (Non-Residential)

Dated: May 2, 2025

1. Buyer.

1.1 City of Ukiah, ("Buyer")

hereby offers to purchase the real property, hereinafter described, from the owner thereof ("Seller") (collectively, the "Parties" or individually, a "Party"), through an escrow ("Escrow") to close 30 or 14 days after the waiver or satisfaction of the Buyer's Contingencies, ("Expected Closing Date") to be held by Melissa Howze, Redwood Empire Title ("Escrow Holder") whose address is 405 S. Orchard Avenue, Ukiah, CA 95482

, Phone No. (707) 462-8666, Facsimile No. (707) 462-5010

upon the terms and conditions set forth in this agreement ("Agreement"). Buyer shall have the right to assign Buyer's rights hereunder, but any such assignment shall not relieve Buyer of Buyer's obligations herein unless Seller expressly releases Buyer.

1.2 The term "Date of Agreement" as used herein shall be the date when by execution and delivery (as defined in paragraph 20.2) of this document or a subsequent counteroffer thereto, Buyer and Seller have reached agreement in writing whereby Seller agrees to sell, and Buyer agrees to purchase, the Property upon terms accepted by both Parties.

2. Property.

2.1 The real property ("Property") that is the subject of this offer consists of (insert a brief physical description) approximately 98,000 square foot industrial building on 7.9 acres.

is located in the County of Mendocino, is commonly known as (street address, city, state, zip) 1 Carousel Lane Ukiah CA 95482

and is legally described as: _____

(APN: 167-280-15).

2.2 If the legal description of the Property is not complete or is inaccurate, this Agreement shall not be invalid and the legal description shall be completed or corrected to meet the requirements of Debbie Niesen, Redwood Empire Title Company ("Title Company"), which shall issue the title policy hereinafter described.

2.3 The Property includes, at no additional cost to Buyer, the permanent improvements thereon, including those items which pursuant to applicable law are a part of the property, as well as the following items, if any, owned by Seller and at present located on the Property: electrical distribution systems (power panel, bus ducting, conduits, disconnects, lighting fixtures); telephone distribution systems (lines, jacks and connections only); space heaters; heating, ventilating, air conditioning equipment ("HVAC"); air lines; fire sprinkler systems; security and fire detection systems; carpets; window coverings; wall coverings; and _____

_____ (collectively, the "Improvements").

2.4 The fire sprinkler monitor: ☐ is owned by Seller and included in the Purchase Price, ☐ is leased by Seller, and Buyer will need to negotiate a new lease with the fire monitoring company, ☒ ownership will be determined during Escrow, or ☐ there is no fire sprinkler monitor.

2.5 Except as provided in Paragraph 2.3, the Purchase Price does not include Seller's personal property, furniture and furnishings, and any of Tenant owned Furniture, Fixtures, or Equipment.

all of which shall be removed by Seller prior to Closing.

3. Purchase Price.

3.1 The purchase price ("Purchase Price") to be paid by Buyer to Seller for the Property shall be \$ 7,600,000.00, payable as follows:

(Strike if not applicable)

(a) Cash down payment, including the Deposit as defined in paragraph 4.3 (or if an all cash transaction, the Purchase Price): \$ 7,600,000.00

(b) Amount of "New Loan" as defined in paragraph 5.1, if any: \$ _____

(c) Buyer shall take title to the Property subject to and/or assume the following existing deed(s) of trust ("Existing Deed(s) of Trust") securing the existing promissory note(s) ("Existing Note(s)"): _____

PAGE 1 OF 11

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W Real Estate, 500 Bicentennial Way, Suite 310 Santa Rosa CA 95403

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Todd Schapmire

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- (i) An Existing Note ("First Note") with an unpaid principal balance as of the Closing of approximately: \$ _____
Said First Note is payable at \$ _____ per month,
including interest at the rate of _____ % per annum until paid (and/or the
entire unpaid balance is due on _____).
- (ii) An Existing Note ("Second Note") with an unpaid principal balance as of the Closing of approximately: \$ _____
Said Second Note is payable at \$ _____ per month,
including interest at the rate of _____ % per annum until paid (and/or the
entire unpaid balance is due on _____).
- (d) Buyer shall give Seller a deed of trust ("Purchase Money Deed of Trust") on the property, to secure the promissory note of Buyer to Seller described in paragraph 6 ("Purchase Money Note") in the amount of: \$ _____

Total Purchase Price: \$ 7,600,000.00

3.2 If Buyer is taking title to the Property subject to, or assuming, an Existing Deed of Trust and such deed of trust permits the beneficiary to demand payment of fees including, but not limited to, points, processing fees, and appraisal fees as a condition to the transfer of the Property, Buyer agrees to pay such fees up to a maximum of 1.5% of the unpaid principal balance of the applicable Existing Note.

4. Deposits.

4.1 ☐ Buyer has delivered to Broker a check in the sum of \$ _____, payable to Escrow Holder, to be delivered by Broker to Escrow Holder within 2 or _____ business days after both Parties have executed this Agreement and the executed Agreement has been delivered to Escrow Holder, or ☒ within 2 or 5 business days after both Parties have executed this Agreement and the executed Agreement has been delivered to Escrow Holder Buyer shall deliver to Escrow Holder a check in the sum of \$ 76,000.00. If said check is not received by Escrow Holder within said time period then Seller may elect to unilaterally terminate this transaction by giving written notice of such election to Escrow Holder whereupon neither Party shall have any further liability to the other under this Agreement. Should Buyer and Seller not enter into an agreement for purchase and sale, Buyer's check or funds shall, upon request by Buyer, be promptly returned to Buyer.

4.2 Additional deposits:

(a) Within 5 business days after the Date of Agreement, Buyer shall deposit with Escrow Holder the additional sum of \$ _____ to be applied to the Purchase Price at the Closing.

(b) Within 5 business days after the contingencies discussed in paragraph 9.1 (a) through (m) are approved or waived, Buyer shall deposit with Escrow Holder the additional sum of \$ _____ to be applied to the Purchase Price at the Closing.

(c) If an Additional Deposit is not received by Escrow Holder within the time period provided then Seller may notify Buyer, Escrow Holder, and Brokers, in writing that, unless the Additional Deposit is received by Escrow Holder within 2 business days following said notice, the Escrow shall be deemed terminated without further notice or instructions.

4.3 Escrow Holder shall deposit the funds deposited with it by Buyer pursuant to paragraphs 4.1 and 4.2 (collectively the "Deposit"), in a State or Federally chartered bank in an interest bearing account whose term is appropriate and consistent with the timing requirements of this transaction. The interest therefrom shall accrue to the benefit of Buyer, who hereby acknowledges that there may be penalties or interest forfeitures if the applicable instrument is redeemed prior to its specified maturity. Buyer's Federal Tax Identification Number is _____. NOTE: Such interest bearing account cannot be opened until Buyer's Federal Tax Identification Number is provided.

4.4 Notwithstanding the foregoing, within 5 days after Escrow Holder receives the monies described in paragraph 4.1 above, Escrow Holder shall release \$100 of said monies to Seller as and for independent consideration for Seller's execution of this Agreement and the granting of the contingency period to Buyer as herein provided. Such independent consideration is non-refundable to Buyer but shall be credited to the Purchase Price in the event that the purchase of the Property is completed.

4.5 Upon waiver of all of Buyer's contingencies the Deposit shall become non-refundable but applicable to the Purchase Price except in the event of a Seller breach, or in the event that the Escrow is terminated pursuant to the provisions of Paragraph 9.1(n) (Destruction, Damage or Loss) or 9.1(o) (Material Change).

5. Financing Contingency. (Strike if not applicable)

~~5.1 This offer is contingent upon Buyer obtaining from an insurance company, financial institution or other lender, a commitment to lend to Buyer a sum equal to at least _____ % of the Purchase Price, on terms acceptable to Buyer. Such loan ("New Loan") shall be secured by a first deed of trust or mortgage on the Property. If this Agreement provides for Seller to carry back junior financing, then Seller shall have the right to approve the terms of the New Loan. Seller shall have 7 days following receipt of the commitment setting forth the proposed terms of the New Loan to approve or disapprove of such proposed terms. If Seller fails to notify Escrow Holder, in writing, of the disapproval within said 7 days it shall be conclusively presumed that Seller has approved the terms of the New Loan.~~

~~5.2 If Buyer shall fail to notify its Broker, Escrow Holder and Seller, in writing within _____ days following the Date of Agreement, that the New Loan has not been obtained, it shall be conclusively presumed that Buyer has either obtained said New Loan or has waived this New Loan contingency.~~

~~5.3 If Buyer shall notify its Broker, Escrow Holder and Seller, in writing, within the time specified in paragraph 5.2 hereof, that Buyer has not obtained said New Loan, this Agreement shall be terminated, and Buyer shall be entitled to the prompt return of the Deposit, plus any interest earned thereon, less only Escrow Holder and Title Company cancellation fees and costs, which Buyer shall pay.~~

6. Seller Financing (Purchase Money Note). (Strike if not applicable)

~~6.1 If Seller approves Buyer's financials (see paragraph 6.5) the Purchase Money Note shall provide for interest on unpaid principal at the rate of _____ % per annum, with principal and interest paid as follows: _____~~

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PAGE 2 OF 11

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~~The Purchase Money Note and Purchase Money Deed of Trust shall be on the current forms commonly used by Escrow Holder, and be junior and subordinate only to the Existing Note(s) and/or the New Loan expressly called for by this Agreement.~~

~~6.2 The Purchase Money Note and/or the Purchase Money Deed of Trust shall contain provisions regarding the following (see also paragraph 10.3 (b)):~~

- ~~(a) Prepayment. Principal may be prepaid in whole or in part at any time without penalty, at the option of the Buyer.~~
- ~~(b) Late Charge. A late charge of 6% shall be payable with respect to any payment of principal, interest, or other charges, not made within 10 days after it is due.~~
- ~~(c) Due On Sale. In the event the Buyer sells or transfers title to the Property or any portion thereof, then the Seller may, at Seller's option, require the entire unpaid balance of said Note to be paid in full.~~

~~6.3 If the Purchase Money Deed of Trust is to be subordinate to other financing, Escrow Holder shall, at Buyer's expense prepare and record on Seller's behalf a request for notice of default and/or sale with regard to each mortgage or deed of trust to which it will be subordinate.~~

~~6.4 WARNING: CALIFORNIA LAW DOES NOT ALLOW DEFICIENCY JUDGEMENTS ON SELLER FINANCING. IF BUYER ULTIMATELY DEFAULTS ON THE LOAN, SELLER'S SOLE REMEDY IS TO FORECLOSE ON THE PROPERTY.~~

~~6.5 Seller's obligation to provide financing is contingent upon Seller's reasonable approval of Buyer's financial condition. Buyer to provide a current financial statement and copies of its Federal tax returns for the last 3 years to Seller within 10 days following the Date of Agreement. Seller has 10 days following receipt of such documentation to satisfy itself with regard to Buyer's financial condition and to notify Escrow Holder as to whether or not Buyer's financial condition is acceptable. If Seller fails to notify Escrow Holder, in writing, of the disapproval of this contingency within said time period, it shall be conclusively presumed that Seller has approved Buyer's financial condition. If Seller is not satisfied with Buyer's financial condition or if Buyer fails to deliver the required documentation then Seller may notify Escrow Holder in writing that Seller Financing will not be available, and Buyer shall have the option, within 10 days of the receipt of such notice, to either terminate this transaction or to purchase the Property without Seller financing. If Buyer fails to notify Escrow Holder within said time period of its election to terminate this transaction then Buyer shall be conclusively presumed to have elected to purchase the Property without Seller financing. If Buyer elects to terminate, Buyer's Deposit shall be refunded less Title Company and Escrow Holder cancellation fees and costs, all of which shall be Buyer's obligation.~~

7. Real Estate Brokers.

7.1 Each Party acknowledges receiving a Disclosure Regarding Real Estate Agency Relationship, confirms and consents to the following agency relationships in this transaction with the following real estate brokers ("Broker(s)") and/or their agents ("Agent(s)"):

Seller's Brokerage Firm W Real Estate

License No. 01795950 Is the broker of (check one): ☒ the Seller; or ☐ both the Buyer and Seller (dual agent).

Seller's Agent Todd Schapmire, Jr.

License No. 01414195 Is (check one): ☒ the Seller's Agent (salesperson or broker associate); or ☐ both the Buyer's Agent Agent and the Seller's Agent (dual agent).

Buyer's Brokerage Firm NO BROKER REPRESENTATION

License No. _____ Is the broker of (check one): ☐ the Buyer; or ☐ both the Buyer and Seller (dual agent).

Buyer's Agent NO BROKER REPRESENTATION

License No. _____ Is (check one): ☐ the Buyer's Agent (salesperson or broker associate); or ☐ both the Buyer's Agent Agent and the Seller's Agent (dual agent).

The Parties acknowledge that other than the Brokers and Agents listed above, there are no other brokers and agents representing the Parties or due any fees and/or commissions under this Agreement. Buyer shall use the services of Buyer's Broker exclusively in connection with any and all negotiations and offers with respect to the Property for a period of 1 year from the date inserted for reference purposes at the top of page 1.

7.2 Buyer and Seller each represent and warrant to the other that he/she/it has had no dealings with any person, firm, broker, agent or finder in connection with the negotiation of this Agreement and/or the consummation of the purchase and sale contemplated herein, other than the Brokers and Agents named in paragraph 7.1, and no broker, agent or other person, firm or entity, other than said Brokers and Agents is/are entitled to any commission or finder's fee in connection with this transaction as the result of any dealings or acts of such Party. Buyer and Seller do each hereby agree to indemnify, defend, protect and hold the other harmless from and against any costs, expenses or liability for compensation, commission or charges which may be claimed by any broker, agent, finder or other similar party, other than said named Brokers and Agents by reason of any dealings or act of the indemnifying Party.

8. Escrow and Closing.

8.1 Upon acceptance hereof by Seller, this Agreement, including any counteroffers incorporated herein by the Parties, shall constitute not only the agreement of purchase and sale between Buyer and Seller, but also instructions to Escrow Holder for the consummation of the Agreement through the Escrow. Escrow Holder shall not prepare any further escrow instructions restating or amending the Agreement unless specifically so instructed by the Parties or a Broker herein. Subject to the reasonable approval of the Parties, Escrow Holder may, however, include its standard general escrow provisions. In the event that there is any conflict between the provisions of the Agreement and the provisions of any additional escrow instructions the provisions of the Agreement shall prevail as to the Parties and the Escrow Holder.

8.2 As soon as practical after the receipt of this Agreement and any relevant counteroffers, Escrow Holder shall ascertain the Date of Agreement as defined in paragraphs 1.2 and 20.2 and advise the Parties and Brokers, in writing, of the date ascertained.

8.3 Escrow Holder is hereby authorized and instructed to conduct the Escrow in accordance with this Agreement, applicable law and custom and practice of the community in which Escrow Holder is located, including any reporting requirements of the Internal Revenue Code. In the event of a conflict between the law of the state where the Property is located and the law of the state where the Escrow Holder is located, the law of the state where the Property is located shall prevail.

8.4 Subject to satisfaction of the contingencies herein described, Escrow Holder shall close this escrow (the "Closing") by recording a general warranty deed (a grant deed in California) and the other documents required to be recorded, and by disbursing the funds and documents in accordance with this Agreement.

3-5
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PAGE 3 OF 11

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8.5 Buyer and Seller shall each pay one-half of the Escrow Holder's charges and Seller shall pay the usual recording fees and any required documentary transfer taxes. Seller shall pay the premium for a standard coverage owner's or joint protection policy of title insurance. (See also paragraph 11)

8.6 Escrow Holder shall verify that all of Buyer's contingencies have been satisfied or waived prior to Closing. The matters contained in paragraphs 9.1 subparagraphs (b), (c), (d), (e), (g), (i), (n), and (o), 9.4, 9.5, 12, 13, 14, 16, 18, 20, 21, 22, and 24 are, however, matters of agreement between the Parties only and are not instructions to Escrow Holder.

8.7 If this transaction is terminated for non-satisfaction and non-waiver of a Buyer's Contingency, as defined in paragraph 9.2 or disapproval of any other matter subject to Buyer's approval, then neither of the Parties shall thereafter have any liability to the other under this Agreement, except to the extent of a breach of any affirmative covenant or warranty in this Agreement. In the event of such termination, Buyer shall, subject to the provisions of paragraph 8.10, be promptly refunded all funds deposited by Buyer with Escrow Holder, less only the \$100 provided for in paragraph 4.4 and the Title Company and Escrow Holder cancellation fees and costs, all of which shall be Buyer's obligation. If this transaction is terminated as a result of Seller's breach of this Agreement then Seller shall pay the Title Company and Escrow Holder cancellation fees and costs.

8.8 The Closing shall occur on the Expected Closing Date, or as soon thereafter as the Escrow is in condition for Closing; provided, however, that if the Closing does not occur by the Expected Closing Date and said Date is not extended by mutual instructions of the Parties, a Party not then in default under this Agreement may notify the other Party, Escrow Holder, and Brokers, in writing that, unless the Closing occurs within 5 business days following said notice, the Escrow shall be deemed terminated without further notice or instructions.

8.9 Except as otherwise provided herein, the termination of Escrow shall not relieve or release either Party from any obligation to pay Escrow Holder's fees and costs or constitute a waiver, release or discharge of any breach or default that has occurred in the performance of the obligations, agreements, covenants or warranties contained therein.

8.10 If this Escrow is termination for any reason other than Seller's breach or default, then as a condition to the return of Buyer's deposit, Buyer shall within 5 days after written request deliver to Seller, at no charge, copies of all surveys, engineering studies, soil reports, maps, master plans, feasibility studies and other similar items prepared by or for Buyer that pertain to the Property.

9. Contingencies to Closing.

9.1 IF, BEFORE EXPIRATION OF THE APPLICABLE TIME, BUYER FAILS TO PROVIDE ESCROW HOLDER WRITTEN NOTICE OF BUYER'S DISAPPROVAL OF ANY OF BUYER'S CONTINGENCIES OR ANY OTHER MATTER THAT IS SUBJECT TO BUYER'S APPROVAL IN THIS AGREEMENT, THEN BUYER SHALL BE CONCLUSIVELY DEEMED TO HAVE SATISFIED SUCH BUYER'S CONTINGENCIES AND/OR APPROVED OF SUCH OTHER MATTERS. If a number of days is completed in any of the optional spaces in subparagraphs 9.1 (a) through (m), then such number shall apply and override the pre-printed number, even if the pre-printed number is not stricken. The Closing of this transaction is contingent upon the satisfaction or waiver of the following contingencies:

(a) *Disclosure.* Seller shall make to Buyer, through Escrow, all of the applicable disclosures required by law (See AIR CRE ("AIR") standard form entitled "Seller's Mandatory Disclosure Statement") and provide Buyer with a completed Property Information Sheet ("Property Information Sheet") concerning the Property, duly executed by or on behalf of Seller in the current form or equivalent to that published by the AIR within 10 or 17 days following the Date of Agreement. Buyer has 10 days from the receipt of said disclosures to approve or disapprove the matters disclosed.

(b) *Physical Inspection.* Buyer has 10 or 17 days following the receipt of the Property Information Sheet or the Date of Agreement, whichever is later, to satisfy itself with regard to the physical aspects and size of the Property.

(c) *Hazardous Substance Conditions Report.* Buyer has 30 or 17 days following the receipt of the Property Information Sheet or the Date of Agreement, whichever is later, to satisfy itself with regard to the environmental aspects of the Property. Seller recommends that Buyer obtain a Hazardous Substance Conditions Report concerning the Property and relevant adjoining properties. Any such report shall be paid for by Buyer. A "Hazardous Substance" for purposes of this Agreement is defined as any substance whose nature and/or quantity of existence, use, manufacture, disposal or effect, render it subject to Federal, state or local regulation, investigation, remediation or removal as potentially injurious to public health or welfare. A "Hazardous Substance Condition" for purposes of this Agreement is defined as the existence on, under or relevantly adjacent to the Property of a Hazardous Substance that would require remediation and/or removal under applicable Federal, state or local law.

(d) *Soil Inspection.* Buyer has 30 or 17 days following the receipt of the Property Information Sheet or the Date of Agreement, whichever is later, to satisfy itself with regard to the condition of the soils on the Property. Seller recommends that Buyer obtain a soil test report. Any such report shall be paid for by Buyer. Seller shall provide Buyer copies of any soils report that Seller may have within 10 days of the Date of Agreement.

(e) *Governmental Approvals.* Buyer has 30 or 17 days following the Date of Agreement to satisfy itself with regard to approvals and permits from governmental agencies or departments which have or may have jurisdiction over the Property and which Buyer deems necessary or desirable in connection with its intended use of the Property, including, but not limited to, permits and approvals required with respect to zoning, planning, building and safety, fire, police, handicapped and Americans with Disabilities Act requirements, transportation and environmental matters.

(f) *Conditions of Title.* Escrow Holder shall cause a current commitment for title insurance ("Title Commitment") concerning the Property issued by the Title Company, as well as legible copies of all documents referred to in the Title Commitment ("Underlying Documents"), and a scaled and dimensioned plot showing the location of any easements to be delivered to Buyer within 10 or 17 days following the Date of Agreement. Buyer has 10 days from the receipt of the Title Commitment, the Underlying Documents and the plot plan to satisfy itself with regard to the condition of title. The disapproval by Buyer of any monetary encumbrance, which by the terms of this Agreement is not to remain against the Property after the Closing, shall not be considered a failure of this contingency, as Seller shall have the obligation, at Seller's expense, to satisfy and remove such disapproved monetary encumbrance at or before the Closing.

(g) *Survey.* Buyer has 30 or 17 days following the receipt of the Title Commitment and Underlying Documents to satisfy itself with regard to any ALTA title supplement based upon a survey prepared to American Land Title Association ("ALTA") standards for an


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PAGE 4 OF 11

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owner's policy by a licensed surveyor, showing the legal description and boundary lines of the Property, any easements of record, and any improvements, poles, structures and things located within 10 feet of either side of the Property boundary lines. Any such survey shall be prepared at Buyer's direction and expense. If Buyer has obtained a survey and approved the ALTA title supplement, Buyer may elect within the period allowed for Buyer's approval of a survey to have an ALTA extended coverage owner's form of title policy, in which event Buyer shall pay any additional premium attributable thereto.

(h) *Existing Leases and Tenancy Statements.* Seller shall within 10 or _____ days following the Date of Agreement provide both Buyer and Escrow Holder with legible copies of all leases, subleases or rental arrangements (collectively, "**Existing Leases**") affecting the Property, and with a tenancy statement ("**Estoppel Certificate**") in the latest form or equivalent to that published by the AIR, executed by Seller and/or each tenant and subtenant of the Property. Seller shall use its best efforts to have each tenant complete and execute an Estoppel Certificate. If any tenant fails or refuses to provide an Estoppel Certificate then Seller shall complete and execute an Estoppel Certificate for that tenancy. Buyer has 10 days from the receipt of said Existing Leases and Estoppel Certificates to satisfy itself with regard to the Existing Leases and any other tenancy issues.

(i) *Owner's Association.* Seller shall within 10 or _____ days following the Date of Agreement provide Buyer with a statement and transfer package from any owner's association servicing the Property. Such transfer package shall at a minimum include: copies of the association's bylaws, articles of incorporation, current budget and financial statement. Buyer has 10 days from the receipt of such documents to satisfy itself with regard to the association.

(j) *Other Agreements.* Seller shall within 10 or _____ days following the Date of Agreement provide Buyer with legible copies of all other agreements ("**Other Agreements**") known to Seller that will affect the Property after Closing. Buyer has 10 days from the receipt of said Other Agreements to satisfy itself with regard to such Agreements.

(k) *Financing.* If paragraph 5 hereof dealing with a financing contingency has not been stricken, the satisfaction or waiver of such New Loan contingency.

(l) *Existing Notes.* If paragraph 3.1(c) has not been stricken, Seller shall within 10 or _____ days following the Date of Agreement provide Buyer with legible copies of the Existing Notes, Existing Deeds of Trust and related agreements (collectively, "**Loan Documents**") to which the Property will remain subject after the Closing. Escrow Holder shall promptly request from the holders of the Existing Notes a beneficiary statement ("**Beneficiary Statement**") confirming: (1) the amount of the unpaid principal balance, the current interest rate, and the date to which interest is paid, and (2) the nature and amount of any impounds held by the beneficiary in connection with such loan. Buyer has 10 or _____ days following the receipt of the Loan Documents and Beneficiary Statements to satisfy itself with regard to such financing. Buyer's obligation to close is conditioned upon Buyer being able to purchase the Property without acceleration or change in the terms of any Existing Notes or charges to Buyer except as otherwise provided in this Agreement or approved by Buyer, provided, however, Buyer shall pay the transfer fee referred to in paragraph 3.2 hereof. Likewise if Seller is to carry back a Purchase Money Note then Seller shall within 10 or _____ days following the Date of Agreement provide Buyer with a copy of the proposed Purchase Money Note and Purchase Money Deed of Trust. Buyer has 10 or _____ days following the receipt of such documents to satisfy itself with regard to the form and content thereof.

(m) *Personal Property.* In the event that any personal property is included in the Purchase Price, Buyer has 10 or _____ days following the Date of Agreement to satisfy itself with regard to the title condition of such personal property. Seller recommends that Buyer obtain a UCC-1 report. Any such report shall be paid for by Buyer. Seller shall provide Buyer copies of any liens or encumbrances affecting such personal property that it is aware of within 10 or _____ days following the Date of Agreement.

(n) *Destruction, Damage or Loss.* Subsequent to the Date of Agreement and prior to Closing there shall not have occurred a destruction, or damage or loss to, the Property or any portion thereof, from any cause whatsoever, which would cost more than \$10,000.00 to repair or cure. If the cost of repair or cure is \$10,000.00 or less, Seller shall repair or cure the loss prior to the Closing. Buyer shall have the option, within 10 days after receipt of written notice of a loss costing more than \$10,000.00 to repair or cure, to either terminate this Agreement or to purchase the Property notwithstanding such loss, but without deduction or offset against the Purchase Price. If the cost to repair or cure is more than \$10,000.00, and Buyer does not elect to terminate this Agreement, Buyer shall be entitled to any insurance proceeds applicable to such loss. Unless otherwise notified in writing, Escrow Holder shall assume no such destruction, damage or loss has occurred prior to Closing.

(o) *Material Change.* Buyer shall have 10 days following receipt of written notice of a Material Change within which to satisfy itself with regard to such change. "**Material Change**" shall mean a substantial adverse change in the use, occupancy, tenants, title, or condition of the Property that occurs after the date of this offer and prior to the Closing. Unless otherwise notified in writing, Escrow Holder shall assume that no Material Change has occurred prior to the Closing.

(p) *Seller Performance.* The delivery of all documents and the due performance by Seller of each and every undertaking and agreement to be performed by Seller under this Agreement.

(q) *Brokerage Fee.* Payment at the Closing of such brokerage fee as is specified in this Agreement or later written instructions to Escrow Holder executed by Seller and Brokers ("**Brokerage Fee**"). It is agreed by the Parties and Escrow Holder that Brokers are a third party beneficiary of this Agreement insofar as the Brokerage Fee is concerned, and that no change shall be made with respect to the payment of the Brokerage Fee specified in this Agreement, without the written consent of Brokers.

9.2 The contingencies specified in subparagraphs 9.1(a) through (m) are for the benefit of, and may be waived by, Buyer, and are referred to collectively as "**Buyer's Contingencies**" and individually as a "**Buyer's Contingency**."

9.3 Buyer's timely and written disapproval or conditional approval of a Buyer's Contingency or any other matter that is subject to Buyer's approval in this Agreement shall constitute disapproval thereof ("**Disapproved Item(s)**"). Concurrent with notice of a Disapproved Item, Buyer may make a request to Seller regarding such Disapproved Item ("**Buyer's Request**"). If Buyer fails to make a timely and written Buyer's Request, then this Agreement shall terminate due to the non-satisfaction and non-waiver of a contingency. Seller may respond to a Buyer's Request within 10 days following Seller's receipt thereof ("**Seller's Response**"). Seller's acceptance of a Buyer's Request shall amend this Agreement accordingly. If Seller fails to provide a timely and written Seller's Response, then Seller's Response shall be deemed to be a rejection of Buyer's Request. Buyer may, within 10 days following the earlier of Buyer's receipt of a Seller's Response (which is not an acceptance of Buyer's Request) or the date of Seller's deemed rejection of a Buyer's Request ("**Buyer's Reply Period**"), reply to a Seller's Response ("**Buyer's Reply**") and elect to (i) terminate this Agreement due to the non-satisfaction and non-waiver of the applicable contingency, (ii) accept the Seller's Response in which event this Agreement shall be amended accordingly, or (iii) withdraw Buyer's Request and waive the Disapproved Item in which event Buyer shall accept the Property subject to the Disapproved Item. If Buyer fails to provide a timely and written Buyer's Reply, then

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PAGE 5 OF 11

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Buyer shall be deemed to have elected to terminate this Agreement as of the end of the Buyer's Reply Period. The date Buyer accepts a Seller's Response or withdraws a Buyer's Request and waives a Disapproved Item shall be the date of Buyer's approval of the Disapproved Item. A Party shall provide to Escrow Holder copy of all notices of a Disapproved Item, Buyer's Request, Seller's Response and Buyer's Reply and Escrow Holder shall promptly provide copies thereof to the other Party. Unless the Parties in writing agree otherwise, if the Expected Closing Date is a specific calendar date and a Buyer's Reply Period expires after such specific calendar date, then notwithstanding paragraph 1.1, the Expected Closing Date shall be extended to be 3 business days after the earlier of the date Buyer withdraws a Buyer's Request and waives the applicable Disapproved Item or Buyer accepts the applicable Seller's Response.

9.4 The Parties acknowledge that extensive local, state and Federal legislation establish broad liability upon owners and/or users of real property for the investigation and remediation of Hazardous Substances. The determination of the existence of a Hazardous Substance Condition and the evaluation of the impact of such a condition are highly technical and beyond the expertise of Brokers. The Parties acknowledge that they have been advised by Brokers to consult their own technical and legal experts with respect to the possible presence of Hazardous Substances on the Property or adjoining properties, and Buyer and Seller are not relying upon any investigation by or statement of Brokers with respect thereto. The Parties hereby assume all responsibility for the impact of such Hazardous Substances upon their respective interests herein.

10. Documents Required at or Before Closing:

10.1 Five days prior to the Closing date Escrow Holder shall obtain an updated Title Commitment concerning the Property from the Title Company and provide copies thereof to each of the Parties.

10.2 Seller shall deliver to Escrow Holder in time for delivery to Buyer at the Closing:

(a) Grant or general warranty deed, duly executed and in recordable form, conveying fee title to the Property to Buyer.

(b) If applicable, the Beneficiary Statements concerning Existing Note(s).

(c) If applicable, the Existing Leases and Other Agreements together with duly executed assignments thereof by Seller and Buyer.

The assignment of Existing Leases shall be on the most recent Assignment and Assumption of Lessor's Interest in Lease form published by the AIR or its equivalent.

(d) An affidavit executed by Seller to the effect that Seller is not a "foreign person" within the meaning of Internal Revenue Code Section 1445 or successor statutes. If Seller does not provide such affidavit in form reasonably satisfactory to Buyer at least 3 business days prior to the Closing, Escrow Holder shall at the Closing deduct from Seller's proceeds and remit to the Internal Revenue Service such sum as is required by applicable Federal law with respect to purchases from foreign sellers.

(e) If the Property is located in California, an affidavit executed by Seller to the effect that Seller is not a "nonresident" within the meaning of California Revenue and Tax Code Section 18662 or successor statutes. If Seller does not provide such affidavit in form reasonably satisfactory to Buyer at least 3 business days prior to the Closing, Escrow Holder shall at the Closing deduct from Seller's proceeds and remit to the Franchise Tax Board such sum as is required by such statute.

(g)(f) If applicable, a bill of sale, duly executed, conveying title to any included personal property to Buyer.

(g) If the Seller is a corporation, a duly executed corporate resolution authorizing the execution of this Agreement and the sale of the Property.

10.3 Buyer shall deliver to Seller through Escrow:

(a) The cash portion of the Purchase Price and such additional sums as are required of Buyer under this Agreement shall be deposited by Buyer with Escrow Holder, by federal funds wire transfer, or any other method acceptable to Escrow Holder in immediately collectable funds, no later than 2:00 P.M. on the business day prior to the Expected Closing Date provided, however, that Buyer shall not be required to deposit such monies into Escrow if at the time set for the deposit of such monies Seller is in default or has indicated that it will not perform any of its obligations hereunder. Instead, in such circumstances in order to reserve its rights to proceed Buyer need only provide Escrow with evidence establishing that the required monies were available.

(b) If a Purchase Money Note and Purchase Money Deed of Trust are called for by this Agreement, the duly executed originals of those documents, the Purchase Money Deed of Trust being in recordable form, together with evidence of fire insurance on the improvements in the amount of the full replacement cost naming Seller as a mortgage loss payee, and a real estate tax service contract (at Buyer's expense), assuring Seller of notice of the status of payment of real property taxes during the life of the Purchase Money Note.

(c) The Assignment and Assumption of Lessor's Interest in Lease form specified in paragraph 10.2(c) above, duly executed by Buyer.

(d) Assumptions duly executed by Buyer of the obligations of Seller that accrue after Closing under any Other Agreements.

(e) If applicable, a written assumption duly executed by Buyer of the loan documents with respect to Existing Notes.

(f) If the Buyer is a corporation, a duly executed corporate resolution authorizing the execution of this Agreement and the purchase of the Property.

10.4 At Closing, Escrow Holder shall cause to be issued to Buyer a standard coverage (or ALTA extended, if elected pursuant to 9.1(g)) owner's form policy of title insurance effective as of the Closing, issued by the Title Company in the full amount of the Purchase Price, insuring title to the Property vested in Buyer, subject only to the exceptions approved by Buyer. In the event there is a Purchase Money Deed of Trust in this transaction, the policy of title insurance shall be a joint protection policy insuring both Buyer and Seller.

IMPORTANT: IN A PURCHASE OR EXCHANGE OF REAL PROPERTY, IT MAY BE ADVISABLE TO OBTAIN TITLE INSURANCE IN CONNECTION WITH THE CLOSE OF ESCROW SINCE THERE MAY BE PRIOR RECORDED LIENS AND ENCUMBRANCES WHICH AFFECT YOUR INTEREST IN THE PROPERTY BEING ACQUIRED. A NEW POLICY OF TITLE INSURANCE SHOULD BE OBTAINED IN ORDER TO ENSURE YOUR INTEREST IN THE PROPERTY THAT YOU ARE ACQUIRING.

11. Prorations and Adjustments.

11.1 Taxes. Applicable real property taxes and special assessment bonds shall be prorated through Escrow as of the date of the Closing, based upon the latest tax bill available. The Parties agree to prorate as of the Closing any taxes assessed against the Property by supplemental bill levied by reason of events occurring prior to the Closing. Payment of the prorated amount shall be made promptly in cash upon receipt of a copy of any supplemental bill.

11.2 Insurance. **WARNING:** Any insurance which Seller may have maintained will terminate on the Closing. Buyer is advised to obtain appropriate insurance to cover the Property.


INITIALS


INITIALS

11.3 *Rentals, Interest and Expenses.* Scheduled rentals, interest on Existing Notes, utilities, and operating expenses shall be prorated as of the date of Closing. The Parties agree to promptly adjust between themselves outside of Escrow any rents received after the Closing.

11.4 *Security Deposit.* Security Deposits held by Seller shall be given to Buyer as a credit to the cash required of Buyer at the Closing.

11.5 *Post Closing Matters.* Any item to be prorated that is not determined or determinable at the Closing shall be promptly adjusted by the Parties by appropriate cash payment outside of the Escrow when the amount due is determined.

11.6 *Variations in Existing Note Balances.* In the event that Buyer is purchasing the Property subject to an Existing Deed of Trust(s), and in the event that a Beneficiary Statement as to the applicable Existing Note(s) discloses that the unpaid principal balance of such Existing Note(s) at the closing will be more or less than the amount set forth in paragraph 3.1(c) hereof ("**Existing Note Variation**"), then the Purchase Money Note(s) shall be reduced or increased by an amount equal to such Existing Note Variation. If there is to be no Purchase Money Note, the cash required at the Closing per paragraph 3.1(a) shall be reduced or increased by the amount of such Existing Note Variation.

11.7 *Variations in New Loan Balance.* In the event Buyer is obtaining a New Loan and the amount ultimately obtained exceeds the amount set forth in paragraph 5.1, then the amount of the Purchase Money Note, if any, shall be reduced by the amount of such excess.

11.8 *Owner's Association Fees.* Escrow Holder shall: (i) bring Seller's account with the association current and pay any delinquencies or transfer fees from Seller's proceeds, and (ii) pay any up front fees required by the association from Buyer's funds.

12. **Representations and Warranties of Seller and Disclaimers.**

12.1 Seller's warranties and representations shall survive the Closing and delivery of the deed for a period of 3 years, and any lawsuit or action based upon them must be commenced within such time period. Seller's warranties and representations are true, material and relied upon by Buyer and Brokers in all respects. Seller hereby makes the following warranties and representations to Buyer and Brokers:

(a) *Authority of Seller.* Seller is the owner of the Property and/or has the full right, power and authority to sell, convey and transfer the Property to Buyer as provided herein, and to perform Seller's obligations hereunder.

(b) *Maintenance During Escrow and Equipment Condition At Closing.* Except as otherwise provided in paragraph 9.1(n) hereof, Seller shall maintain the Property until the Closing in its present condition, ordinary wear and tear excepted.

(c) *Hazardous Substances/Storage Tanks.* Seller has no knowledge, except as otherwise disclosed to Buyer in writing, of the existence or prior existence on the Property of any Hazardous Substance, nor of the existence or prior existence of any above or below ground storage tank.

(d) *Compliance.* Except as otherwise disclosed in writing, Seller has no knowledge of any aspect or condition of the Property which violates applicable laws, rules, regulations, codes or covenants, conditions or restrictions, or of improvements or alterations made to the Property without a permit where one was required, or of any unfulfilled order or directive of any applicable governmental agency or casualty insurance company requiring any investigation, remediation, repair, maintenance or improvement be performed on the Property.

(e) *Changes in Agreements.* Prior to the Closing, Seller will not violate or modify any Existing Lease or Other Agreement, or create any new leases or other agreements affecting the Property, without Buyer's written approval, which approval will not be unreasonably withheld.

(f) *Possessory Rights.* Seller has no knowledge that anyone will, at the Closing, have any right to possession of the Property, except as disclosed by this Agreement or otherwise in writing to Buyer.

(g) *Mechanics' Liens.* There are no unsatisfied mechanics' or materialmen's lien rights concerning the Property.

(h) *Actions, Suits or Proceedings.* Seller has no knowledge of any actions, suits or proceedings pending or threatened before any commission, board, bureau, agency, arbitrator, court or tribunal that would affect the Property or the right to occupy or utilize same.

(i) *Notice of Changes.* Seller will promptly notify Buyer and Brokers in writing of any Material Change (see paragraph 9.1(o)) affecting the Property that becomes known to Seller prior to the Closing.

(j) *No Tenant Bankruptcy Proceedings.* Seller has no notice or knowledge that any tenant of the Property is the subject of a bankruptcy or insolvency proceeding.

(k) *No Seller Bankruptcy Proceedings.* Seller is not the subject of a bankruptcy, insolvency or probate proceeding.

(l) *Personal Property.* Seller has no knowledge that anyone will, at the Closing, have any right to possession of any personal property included in the Purchase Price nor knowledge of any liens or encumbrances affecting such personal property, except as disclosed by this Agreement or otherwise in writing to Buyer.

12.2 Buyer hereby acknowledges that, except as otherwise stated in this Agreement, Buyer is purchasing the Property in its existing condition and will, by the time called for herein, make or have waived all inspections of the Property Buyer believes are necessary to protect its own interest in, and its contemplated use of, the Property. The Parties acknowledge that, except as otherwise stated in this Agreement, no representations, inducements, promises, agreements, assurances, oral or written, concerning the Property, or any aspect of the occupational safety and health laws, Hazardous Substance laws, or any other act, ordinance or law, have been made by either Party or Brokers, or relied upon by either Party hereto.

12.3 In the event that Buyer learns that a Seller representation or warranty might be untrue prior to the Closing, and Buyer elects to purchase the Property anyway then, and in that event, Buyer waives any right that it may have to bring an action or proceeding against Seller or Brokers regarding said representation or warranty.

12.4 Any environmental reports, soil reports, surveys, and other similar documents which were prepared by third party consultants and provided to Buyer by Seller or Seller's representatives, have been delivered as an accommodation to Buyer and without any representation or warranty as to the sufficiency, accuracy, completeness, and/or validity of said documents, all of which Buyer relies on at its own risk. Seller believes said documents to be accurate, but Buyer is advised to retain appropriate consultants to review said documents and investigate the Property.

13. **Possession.**

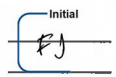
Possession of the Property shall be given to Buyer at the Closing subject to the rights of tenants under Existing Leases.

14. **Buyer's Entry.**

At any time during the Escrow period, Buyer, and its agents and representatives, shall have the right at reasonable times and subject to rights of tenants, to enter upon the Property for the purpose of making inspections and tests specified in this Agreement. No destructive testing shall be conducted, however, without Seller's prior approval which shall not be unreasonably withheld. Following any such entry or work, unless otherwise directed in writing by Seller, Buyer shall return the Property to the condition it was in prior to such entry or work, including the recompaction or


INITIALS

PAGE 7 OF 11

Initial

INITIALS

removal of any disrupted soil or material as Seller may reasonably direct. All such inspections and tests and any other work conducted or materials furnished with respect to the Property by or for Buyer shall be paid for by Buyer as and when due and Buyer shall indemnify, defend, protect and hold harmless Seller and the Property of and from any and all claims, liabilities, losses, expenses (including reasonable attorneys' fees), damages, including those for injury to person or property, arising out of or relating to any such work or materials or the acts or omissions of Buyer, its agents or employees in connection therewith.

15. Further Documents and Assurances.

The Parties shall each, diligently and in good faith, undertake all actions and procedures reasonably required to place the Escrow in condition for Closing as and when required by this Agreement. The Parties agree to provide all further information, and to execute and deliver all further documents, reasonably required by Escrow Holder or the Title Company.

16. Attorneys' Fees.

If any Party or Broker brings an action or proceeding (including arbitration) involving the Property whether founded in tort, contract or equity, or to declare rights hereunder, the Prevailing Party (as hereafter defined) in any such proceeding, action, or appeal thereon, shall be entitled to reasonable attorneys' fees and costs. Such fees may be awarded in the same suit or recovered in a separate suit, whether or not such action or proceeding is pursued to decision or judgment. The term "Prevailing Party" shall include, without limitation, a Party or Broker who substantially obtains or defeats the relief sought, as the case may be, whether by compromise, settlement, judgment, or the abandonment by the other Party or Broker of its claim or defense. The attorneys' fees award shall not be computed in accordance with any court fee schedule, but shall be such as to fully reimburse all attorneys' fees reasonably incurred.

17. Prior Agreements/Amendments.

17.1 This Agreement supersedes any and all prior agreements between Seller and Buyer regarding the Property.

17.2 Amendments to this Agreement are effective only if made in writing and executed by Buyer and Seller.

18. Broker's Rights.

18.1 If this sale is not consummated due to the default of either the Buyer or Seller, the defaulting Party shall be liable to and shall pay to Brokers the Brokerage Fee that Brokers would have received had the sale been consummated. If Buyer is the defaulting party, payment of said Brokerage Fee is in addition to any obligation with respect to liquidated or other damages.

18.2 Upon the Closing, Brokers are authorized to publicize the facts of this transaction.

19. Notices.

19.1 Whenever any Party, Escrow Holder or Brokers herein shall desire to give or serve any notice, demand, request, approval, disapproval or other communication, each such communication shall be in writing and shall be delivered personally, by messenger or by mail, postage prepaid, to the address set forth in this Agreement or by facsimile transmission, electronic signature, digital signature, or email.

19.2 Service of any such communication shall be deemed made on the date of actual receipt if personally delivered, or transmitted by facsimile transmission, electronic signature, digital signature, or email. Any such communication sent by regular mail shall be deemed given 48 hours after the same is mailed. Communications sent by United States Express Mail or overnight courier that guarantee next day delivery shall be deemed delivered 24 hours after delivery of the same to the Postal Service or courier. If such communication is received on a Saturday, Sunday or legal holiday, it shall be deemed received on the next business day.

19.3 Any Party or Broker hereto may from time to time, by notice in writing, designate a different address to which, or a different person or additional persons to whom, all communications are thereafter to be made.

20. Duration of Offer.

20.1 If this offer is not accepted by Seller on or before 5:00 P.M. according to the time standard applicable to the city of Ukiah on the date of May 2, 2025,

it shall be deemed automatically revoked.

20.2 The acceptance of this offer, or of any subsequent counteroffer hereto, that creates an agreement between the Parties as described in paragraph 1.2, shall be deemed made upon delivery to the other Party or either Broker herein of a duly executed writing unconditionally accepting the last outstanding offer or counteroffer.

21. LIQUIDATED DAMAGES. (This Liquidated Damages paragraph is applicable only if initialed by both Parties).

THE PARTIES AGREE THAT IT WOULD BE IMPRACTICABLE OR EXTREMELY DIFFICULT TO FIX, PRIOR TO SIGNING THIS AGREEMENT, THE ACTUAL DAMAGES WHICH WOULD BE SUFFERED BY SELLER IF BUYER FAILS TO PERFORM ITS OBLIGATIONS UNDER THIS AGREEMENT. THEREFORE, IF, AFTER THE SATISFACTION OR WAIVER OF ALL CONTINGENCIES PROVIDED FOR THE BUYER'S BENEFIT, BUYER BREACHES THIS AGREEMENT, SELLER SHALL BE ENTITLED TO LIQUIDATED DAMAGES IN THE AMOUNT OF . UPON PAYMENT OF SAID SUM TO SELLER, BUYER SHALL BE RELEASED FROM ANY FURTHER LIABILITY TO SELLER, AND ANY ESCROW CANCELLATION FEES AND TITLE COMPANY CHARGES SHALL BE PAID BY SELLER.

Buyer Initials

Seller Initials

22. ARBITRATION OF DISPUTES. (This Arbitration of Disputes paragraph is applicable only if initialed by both Parties.)

22.1 ANY CONTROVERSY AS TO WHETHER SELLER IS ENTITLED TO LIQUIDATED DAMAGES AND/OR BUYER IS ENTITLED TO THE RETURN OF THE DEPOSIT SHALL BE DETERMINED BY BINDING ARBITRATION ADMINISTERED BY THE JUDICIAL ARBITRATION & MEDIATION SERVICES, INC. ("JAMS") IN ACCORDANCE WITH ITS COMMERCIAL ARBITRATION RULES ("COMMERCIAL RULES"). ARBITRATION HEARINGS SHALL BE HELD IN THE COUNTY WHERE THE PROPERTY IS LOCATED. SUCH CONTROVERSY SHALL BE ARBITRATED BY A SINGLE ARBITRATOR, APPOINTED UNDER THE COMMERCIAL RULES WHO HAS HAD AT LEAST 5 YEARS OF EXPERIENCE IN THE TYPE OF REAL ESTATE THAT IS THE SUBJECT OF THIS AGREEMENT. THE ARBITRATOR SHALL HEAR AND DETERMINE SAID CONTROVERSY IN ACCORDANCE WITH APPLICABLE LAW OF THE JURISDICTION WHERE THE PROPERTY IS LOCATED, THE INTENTION OF THE PARTIES AS EXPRESSED IN THIS AGREEMENT AND ANY AMENDMENTS THERETO, AND UPON THE EVIDENCE PRODUCED AT AN ARBITRATION HEARING. PRE-ARBITRATION DISCOVERY SHALL BE PERMITTED IN ACCORDANCE WITH THE COMMERCIAL RULES OR STATE LAW APPLICABLE TO ARBITRATION PROCEEDINGS. THE ARBITRATOR SHALL RENDER AN AWARD WITHIN 30 DAYS AFTER THE CONCLUSION OF THE HEARING, WHICH

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INITIALS

PAGE 8 OF 11

INITIALS

MAY INCLUDE ATTORNEYS' FEES AND COSTS TO THE PREVAILING PARTY PER PARAGRAPH 16 HEREOF AND SHALL BE ACCOMPANIED BY A REASONED OPINION. THE FAILURE OR REFUSAL OF A PARTY TO PAY SUCH PARTY'S REQUIRED SHARE OF THE DEPOSITS FOR ARBITRATOR COMPENSATION OR ADMINISTRATIVE CHARGES SHALL CONSTITUTE A WAIVER BY SUCH PARTY TO PRESENT EVIDENCE OR CROSS-EXAMINE WITNESSES, BUT SUCH WAIVER SHALL NOT ALLOW FOR A DEFAULT JUDGMENT AGAINST THE NON-PAYING PARTY IN THE ABSENCE OF EVIDENCE AND LEGAL ARGUMENT AS THE ARBITRATOR MAY REQUIRE FOR MAKING AN AWARD. JUDGMENT MAY BE ENTERED ON THE AWARD IN ANY COURT OF COMPETENT JURISDICTION NOTWITHSTANDING THE FAILURE OF A PARTY DULY NOTIFIED OF THE ARBITRATION HEARING TO APPEAR THEREAT.

22.2 BUYER'S RESORT TO OR PARTICIPATION IN SUCH ARBITRATION PROCEEDINGS SHALL NOT BAR SUIT IN A COURT OF COMPETENT JURISDICTION BY THE BUYER FOR DAMAGES AND/OR SPECIFIC PERFORMANCE UNLESS AND UNTIL THE ARBITRATION RESULTS IN AN AWARD TO THE SELLER OF LIQUIDATED DAMAGES, IN WHICH EVENT SUCH AWARD SHALL ACT AS A BAR AGAINST ANY ACTION BY BUYER FOR DAMAGES AND/OR SPECIFIC PERFORMANCE.

22.3 NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE "ARBITRATION OF DISPUTES" PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS SUCH RIGHTS ARE SPECIFICALLY INCLUDED IN THE "ARBITRATION OF DISPUTES" PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY.

WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE "ARBITRATION OF DISPUTES" PROVISION TO NEUTRAL ARBITRATION.

Buyer Initials

Seller Initials

23. Miscellaneous.

23.1 **Binding Effect.** This Agreement shall be binding on the Parties without regard to whether or not paragraphs 21 and 22 are initialed by both of the Parties. Paragraphs 21 and 22 are each incorporated into this Agreement only if initialed by both Parties at the time that the Agreement is executed. Signatures to this Agreement accomplished by means of electronic signature or similar technology shall be legal and binding.

23.2 **Applicable Law.** This Agreement shall be governed by, and paragraph 22.3 is amended to refer to, the laws of the state in which the Property is located. Any litigation or arbitration between the Parties hereto concerning this Agreement shall be initiated in the county in which the Property is located.

23.3 **Time of Essence.** Time is of the essence of this Agreement.

23.4 **Counterparts.** This Agreement may be executed by Buyer and Seller in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Escrow Holder, after verifying that the counterparts are identical except for the signatures, is authorized and instructed to combine the signed signature pages on one of the counterparts, which shall then constitute the Agreement.

23.5 **Waiver of Jury Trial.** THE PARTIES HEREBY WAIVE THEIR RESPECTIVE RIGHTS TO TRIAL BY JURY IN ANY ACTION OR PROCEEDING INVOLVING THE PROPERTY OR ARISING OUT OF THIS AGREEMENT.

23.6 **Conflict.** Any conflict between the printed provisions of this Agreement and the typewritten or handwritten provisions shall be controlled by the typewritten or handwritten provisions. Seller and Buyer must initial any and all handwritten provisions.

23.7 **1031 Exchange.** Both Seller and Buyer agree to cooperate with each other in the event that either or both wish to participate in a 1031 exchange. Any party initiating an exchange shall bear all costs of such exchange. The cooperating Party shall not have any liability (special or otherwise) for damages to the exchanging Party in the event that the sale is delayed and/or that the sale otherwise fails to qualify as a 1031 exchange.

23.8 **Days.** Unless otherwise specifically indicated to the contrary, the word "days" as used in this Agreement shall mean and refer to calendar days.

24. Disclosures Regarding The Nature of a Real Estate Agency Relationship.

24.1 The Parties and Brokers agree that their relationship(s) shall be governed by the principles set forth in the applicable sections of the California Civil Code, as summarized in paragraph 24.2.

24.2 When entering into a discussion with a real estate agent regarding a real estate transaction, a Buyer or Seller should from the outset understand what type of agency relationship or representation it has with the agent or agents in the transaction. Buyer and Seller acknowledge being advised by the Brokers in this transaction, as follows:

(a) **Seller's Agent.** A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or subagent has the following affirmative obligations: (1) *To the Seller:* A fiduciary duty of utmost care, integrity, honesty, and loyalty in dealings with the Seller. (2) *To the Buyer and the Seller:* a. Diligent exercise of reasonable skills and care in performance of the agent's duties. b. A duty of honest and fair dealing and good faith. c. A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the Parties. An agent is not obligated to reveal to either Party any confidential information obtained from the other Party which does not involve the affirmative duties set forth above.

(b) **Buyer's Agent.** A selling agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations. (1) *To the Buyer:* A fiduciary duty of utmost care, integrity, honesty, and loyalty in dealings with the Buyer. (2) *To the Buyer and the Seller:* a. Diligent exercise of reasonable skills and care in performance of the agent's duties. b. A duty of honest and fair dealing and good faith. c. A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the Parties. An agent is not obligated to reveal to either Party any confidential information obtained from the other Party which does not involve the affirmative duties set forth above.

(c) **Agent Representing Both Seller and Buyer.** A real estate agent, either acting directly or through one or more associate licenses, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the

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INITIALS

PAGE 9 OF 11

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INITIALS

Buyer. (1) In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer: a. A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either Seller or the Buyer. b. Other duties to the Seller and the Buyer as stated above in their respective sections (a) or (b) of this paragraph 24.2. (2) In representing both Seller and Buyer, the agent may, not without the express permission of the respective Party, disclose to the other Party confidential information, including, but not limited to, facts relating to either Buyer's or Seller's financial position, motivations, bargaining position, or other personal information that may impact price, including Seller's willingness to accept a price less than the listing price or Buyer's willingness to pay a price greater than the price offered. (3) The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect their own interests. Buyer and Seller should carefully read all agreements to assure that they adequately express their understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal advice is desired, consult a competent professional. Buyer has the duty to exercise reasonably care to protect Buyer, including as to those facts about the Property which are known to Buyer or within Buyer's diligent attention and observation. Both Seller and Buyer should strongly consider obtaining tax advice from a competent professional because the federal and state tax consequences of a transaction can be complex and subject to change.

(d) **Further Disclosures.** Throughout this transaction Buyer and Seller may receive more than one disclosure, depending upon the number of agents assisting in the transaction. Buyer and Seller should each read its contents each time it is presented, considering the relationship between them and the real estate agent in this transaction and that disclosure. Buyer and Seller each acknowledge receipt of a disclosure of the possibility of multiple representation by the Broker representing that principal. This disclosure may be part of a listing agreement, buyer representation agreement or separate document. Buyer understands that Broker representing Buyer may also represent other potential buyers, who may consider, make offers on or ultimately acquire the Property. Seller understands that Broker representing Seller may also represent other sellers with competing properties that may be of interest to this Buyer. Brokers have no responsibility with respect to any default or breach hereof by either Party. The Parties agree that no lawsuit or other legal proceeding involving any breach of duty, error or omission relating to this transaction may be brought against Broker more than one year after the Date of Agreement and that the liability (including court costs and attorneys' fees), of any Broker with respect to any breach of duty, error or omission relating to this Agreement shall not exceed the fee received by such Broker pursuant to this Agreement; provided, however, that the foregoing limitation on each Broker's liability shall not be applicable to any gross negligence or willful misconduct of such Broker.

24.3 **Confidential Information:** Buyer and Seller agree to identify to Brokers as "Confidential" any communication or information given Brokers that is considered by such Party to be confidential.

25. **Construction of Agreement.** In construing this Agreement, all headings and titles are for the convenience of the Parties only and shall not be considered a part of this Agreement. Whenever required by the context, the singular shall include the plural and vice versa. This Agreement shall not be construed as if prepared by one of the Parties, but rather according to its fair meaning as a whole, as if both Parties had prepared it.

26. **Additional Provisions:**

Additional provisions of this offer, if any, are as follows or are attached hereto by an addendum or addenda consisting of paragraphs 27 through 30. (If there are no additional provisions write "NONE".)

27. The Purchase contract is contingent on City Council approval and Buyer's compliance with California Environmental Quality Act (CEQA). Seller may terminate this Agreement if the Buyer is unable to clear these contingencies within 45 days from May 7, 2025.

28. Buyer, at no cost to Buyer, shall cooperate with Seller's 1031 exchange. Seller shall have the option to extend the Close of Escrow up to 30 (thirty) days.

29. The conditions agreed to by Seller and Buyer in Sections 1-4 of the Exclusive Negotiating Agreement dated March 25, 2025 shall remain in effect until Close of Escrow or Termination of this Agreement.

30. Closing Costs: Seller shall pay County Transfer Tax, Brokerage Fee to W Real Estate, and 50% of document preparation, courier, and notary fees. Buyer to pay Title fees, Escrow fees, and 50% of document preparation, courier, and notary fees.

ATTENTION: NO REPRESENTATION OR RECOMMENDATION IS MADE BY THE AIR CRE OR BY ANY BROKER AS TO THE LEGAL SUFFICIENCY, LEGAL EFFECT, OR TAX CONSEQUENCES OF THIS AGREEMENT OR THE TRANSACTION TO WHICH IT RELATES. THE PARTIES ARE URGED TO:

1. **SEEK ADVICE OF COUNSEL AS TO THE LEGAL AND TAX CONSEQUENCES OF THIS AGREEMENT.**
2. **RETAIN APPROPRIATE CONSULTANTS TO REVIEW AND INVESTIGATE THE CONDITION OF THE PROPERTY. SAID INVESTIGATION SHOULD INCLUDE BUT NOT BE LIMITED TO: THE POSSIBLE PRESENCE OF HAZARDOUS SUBSTANCES, THE ZONING OF THE PROPERTY, THE INTEGRITY AND CONDITION OF ANY STRUCTURES AND OPERATING SYSTEMS, AND THE SUITABILITY OF THE PROPERTY FOR BUYER'S INTENDED USE.**

WARNING: IF THE PROPERTY IS LOCATED IN A STATE OTHER THAN CALIFORNIA, CERTAIN PROVISIONS OF THIS AGREEMENT MAY NEED TO BE REVISED TO COMPLY WITH THE LAWS OF THE STATE IN WHICH THE PROPERTY IS LOCATED.

NOTE:

1. **THIS FORM IS NOT FOR USE IN CONNECTION WITH THE SALE OF RESIDENTIAL PROPERTY.**
2. **IF EITHER PARTY IS A CORPORATION, IT IS RECOMMENDED THAT THIS AGREEMENT BE SIGNED BY TWO CORPORATE OFFICERS.**

SJS
INITIALS
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PAGE 10 OF 11

Initial
FJ
INITIALS
OFA-20.30, Revised 10-13-2022
Carousel

The undersigned Buyer offers and agrees to buy the Property on the terms and conditions stated and acknowledges receipt of a copy hereof.

BROKER
NO BROKER REPRESENTATION

Att: **NO BROKER REPRESENTATION**

Title: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Federal ID No.: _____

Broker DRE License #: _____

Agent DRE License #: _____

Date: 5-2-25

BUYER
City of Ukiah

By: Sage Sangiacomo

Name Printed: Sage Sangiacomo

Title: City Manager

Phone: 707-467-5793

Fax: _____

Email: cmoffice@cityofukiah.com

By: _____

Name Printed: _____

Title: _____

Phone: _____

Fax: _____

Email: _____

Address: _____

Federal ID No.: _____

27. Acceptance.

27.1 Seller accepts the foregoing offer to purchase the Property and hereby agrees to sell the Property to Buyer on the terms and conditions therein specified.

27.2 In consideration of real estate brokerage service rendered by Brokers, Seller agrees to pay Brokers a real estate Brokerage Fee in a sum equal to _____ % of the Purchase Price to be divided between the Brokers as follows: Seller's Broker _____ % and Buyer's Broker _____ %. This Agreement shall serve as an irrevocable instruction to Escrow Holder to pay such Brokerage Fee to Brokers out of the proceeds accruing to the account of Seller at the Closing.

27.3 Seller acknowledges receipt of a copy hereof and authorizes Brokers to deliver a signed copy to Buyer.

NOTE: A PROPERTY INFORMATION SHEET IS REQUIRED TO BE DELIVERED TO BUYER BY SELLER UNDER THIS AGREEMENT.

5/2/2025

Date: _____

BROKER
W Real Estate

Att: Todd Schapmire, Jr.

Title: Co-Owner, Realtor

Address: 101 N. State Street

Ukiah, CA 95482

Phone: (707) 570-9855

Fax: (707) 676-8687

Email: ToddSchapmire@gmail.com

Federal ID No.: _____

Broker DRE License #: 01795950

Agent's DRE License #: 01414195

SELLER
AE Carousel, LP

Signed by:

Forrest Jinks

By: _____

Name Printed: Forrest Jinks

Title: CEO

Phone: _____

Fax: _____

Email: _____

By: _____

Name Printed: _____

Title: _____

Phone: _____

Fax: _____

Email: _____

Address: _____

Federal ID No.: _____

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PAGE 11 OF 11

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FJ
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OFA-20.30, Revised 10-13-2022

Carousel



NOTICE OF CEQA EXEMPTION

TO: ☐ **Office of Planning and Research**
1400 Tenth Street, Room 121
Sacramento, CA 95814

FROM: **City of Ukiah**
300 Seminary Avenue
Ukiah, CA 95482

X **County Clerk: County of Mendocino**
501 Low Gap Rd # 1020
Ukiah, CA, 95482

PROJECT TITLE: City of Ukiah Corporation Yard Relocation Project

PROJECT LOCATION: 1 Carousel Lane, Ukiah, CA 95482

DESCRIPTION OF PROJECT:

The City of Ukiah proposes to purchase and occupy an existing industrial facility located at 1 Carousel Lane to establish a new corporation yard. The 7.9-acre property contains a 98,000-square-foot industrial building currently partially occupied by FedEx and an organic pesticide manufacturing operation, with a significant portion vacant.

The proposed corporation yard would utilize the majority of the existing building (excluding the FedEx space) for the following municipal operations:

- Vehicle and equipment maintenance and repair
- Construction materials and supplies storage
- Recreation program equipment and supplies storage
- Administrative functions

No expansion of the building envelope is proposed, and no significant increase in traffic is anticipated. While the proposed use would occupy more of the currently underutilized building space, the intensity of operations would be less than historical uses, which included a commercial bakery with manufacturing, packaging, and distribution activities.

The project site is zoned for industrial use and the proposed municipal corporation yard operations are consistent with both current and historical industrial uses of the property.

PUBLIC AGENCY APPROVING PROJECT: City of Ukiah, pursuant to CEQA Guidelines Section 15051(a), which specifies that "if the project will be



carried out by a public agency, that agency shall be the lead agency even if the project would be located within the jurisdiction of another public agency."

DATE OF APPROVAL:

May 7, 2025

NAME OF PROJECT APPLICANT:

City of Ukiah

CEQA EXEMPTION STATUS:

- ☐ Ministerial [Section 21080(b); 15268]
- ☐ Declared Emergency [Section 21080(b)(3); 15269(a)]
- ☐ Emergency Project [Section 21080(b)(4); 15269(b)(c)]
- ☐ Statutory Exemption Section:
- ✓ **Categorical Exemption Section: 15301 (Class 1 - Existing Facilities)**
- ☐ General Rule [Section 15061 (b)(3)]

REASONS WHY PROJECT IS EXEMPT: The project qualifies for a Class 1 Categorical Exemption under CEQA Guidelines Section 15301 (Existing Facilities) because it consists of the operation and minor alteration of an existing industrial facility involving negligible or no expansion of the existing use. The project:

1. Involves no expansion of the existing building envelope or footprint
2. Maintains industrial use consistent with the site's zoning and historical uses
3. Results in operations of similar or lesser intensity compared to previous industrial uses at the site. The previous commercial bakery operation involved more intensive industrial processes including manufacturing (baking), packaging operations, and distribution activities. While the proposed corporation yard will occupy more of the currently underutilized building space, its operations (vehicle maintenance, storage, and administrative functions) represent a less intensive industrial use with fewer mechanical processes, reduced utility demands, and lower operational impacts than the previous manufacturing facility.
4. Requires only minor interior modifications to accommodate the new use
5. Will result in reduced traffic impacts compared to historical uses. The previous commercial bakery operation generated more intensive traffic patterns due to multiple daily deliveries of raw materials, outbound distribution of finished products, multiple employee shifts for manufacturing operations, and continuous fleet movements throughout the day. In contrast, the proposed corporation yard will have more predictable and lower-intensity traffic patterns



primarily limited to standard business hours, with most employee trips occurring during typical commute periods and service vehicles departing in morning and returning in afternoon.

None of the exceptions to categorical exemptions listed in CEQA Guidelines Section 15300.2 apply:

- The project is not located in an environmentally sensitive area
- There are no cumulative impacts from successive projects of the same type in the same place
- There are no unusual circumstances that would result in significant environmental impacts
- The project will not damage scenic or historic resources
- The project is not located on a hazardous waste site
- The project will not cause a substantial adverse change to a historical resource

Lead Agency Contact Person

Katherine Schaefer
Planning Manager

Phone Number

(707) 463-6203

Email

KSchaefer@cityofukiah.com

This is to certify that the record of project approval is available to the General Public at:

Community Development Department, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482

	May 07, 2025	Planning Manager
Signature (Public Agency)	(Date)	(Title)

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH APPROVING THE PURCHASE OF REAL PROPERTY LOCATED AT 1 CAROUSEL LANE FOR RELOCATION OF THE CITY CORPORATION YARD; AND FIND THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO CEQA GUIDELINES SECTION 15301 (EXISTING FACILITIES).

WHEREAS; the City Council has considered the California Environmental Quality Act (CEQA) determination for the acquisition and reuse of the property at 1 Carousel Lane for the City Corporation Yard; and

WHEREAS; the project consists of the purchase and operation of an existing 98,000-square-foot industrial facility on a 7.9-acre parcel for municipal corporation yard uses including vehicle and equipment maintenance, materials storage, and administrative functions; and

WHEREAS; the project involves no expansion of the existing building envelope and will maintain industrial uses consistent with the site's zoning and historical operations; and

WHEREAS; the proposed municipal use will result in reduced operational intensity compared to previous industrial uses at the site, including fewer mechanical processes and lower utility demands than the former commercial bakery operation; and

WHEREAS; vehicle trips and traffic patterns associated with the corporation yard will be less intensive than historical uses, with most activity limited to standard business hours rather than the multiple shifts and continuous delivery operations associated with previous manufacturing uses; and

WHEREAS; none of the exceptions to categorical exemptions specified in CEQA Guidelines Section 15300.2 apply to this project;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Ukiah finds that the corporation yard relocation project is categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Existing Facilities) because it consists of the operation and minor alteration of an existing facility involving negligible or no expansion of the existing use.

BE IT FURTHER RESOLVED, that City staff is directed to file a Notice of Exemption with the County Clerk and State Clearinghouse.

DULY AND REGULARLY ADOPTED this 7th day of May 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk/CMC

DRAFT



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Action Regarding the Cancellation of August 6, 2025, and January 7, 2026, Regular City Council Meetings, with the Option for the Mayor and/or City Manager to Call for a Special Meeting on an Alternate Date if Time-Sensitive Business Arises.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Sage Sangiacomo, City Manager

ATTACHMENTS:

None

Summary: Council will consider cancelling the August 6, 2025, and January 7, 2026, Regular City Council meetings.

Background: City Council has regular meetings scheduled for the first and third Wednesdays of each month, with regularly scheduled meetings on August 6, 2025, and January 7, 2026. Council typically cancels various meetings during the year when there are holiday conflicts and/or are fewer business items, in order to give a break to both the Council and Staff from the heavy meeting schedule maintained throughout the rest of the year and allow time to focus on committee/ad-hoc assignments and project/program implementation.

Discussion: Staff is recommending the cancellation of the August 6, 2025, and January 7, 2026, regular meetings, with the option for the Mayor and/or City Manager to call for a special meeting on an alternate date if time-sensitive business arises. Staff will continue to monitor scheduling and will advise at the meeting of any changes and/or needs related to agenda management for Council's consideration.

Recommended Action: Approve the cancellation of the August 6, 2025, and January 7, 2026, Regular City Council Meetings, with the option for the Mayor and/or City Manager to call for a special meeting on an alternate date if time-sensitive business arises.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: No **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved: 
Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Receive Updates on City Council Committee and Ad Hoc Assignments, and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad Hoc(s).

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Mayor Crane and Various Councilmembers

ATTACHMENTS:

1. 2025 City Council Special Assignments and Ad Hoc(s)

Summary: City Council members will provide reports and updates on their committee and ad hoc assignments. If necessary, the Council may consider modifications.

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 and modify assignments as necessary.

Recommended Action: Receive report(s). The Council will consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

REVENUE: No **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved: 
Sage Sangiacomo, City Manager

LOCAL / UKIAH VALLEY	MTG DATE/TIME	MEETING LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
City Broadband Project	TBD	TBD	Civic Center 300 Seminary Ave. Ukiah, CA 95482	to evaluate the Request for Proposal (RFP) for the Internet Service Provider (ISP) for the California's Public Utilities Commission (CPUC) Last Mile Broadband	Orozco	Jim Robbins , Grants Manager, 463-6708; jrobbins@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 Orozco - Alternate Alan Carter , Treasurer	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Disaster Council	Shall meet a minimum of once a year at a time and place designated upon call of the chair	Place designated upon call of the chair or, if she/he is unavailable or unable to call such meeting, the first vice chair and then the City Manager or her/his designee.	Office of Emergency Management 300 Seminary Ave. Ukiah, CA 95482 467-5720 - Traci Boyl	Develop any necessary emergency and mutual aid plans, agreements, ordinances, resolutions, rules, and regulations.	Orozco Criss - Alternate	Traci Boyl , City Manager's Office Management Analyst; 467-5720; tboyl@cityofukiah.com
Greater Ukiah Business & Tourism Alliance (GUPTA)	4th Monday of month, 10 a.m.	200 S School St. Ukiah, CA 95482	200 S School St. Ukiah, CA 95482	Promotes tourism and works to strengthen and promote the historic downtown and businesses within the greater Ukiah area	Marianne Davison - Community Services Department Staff Orozco - Alternate	Shannon Riley , Deputy City Manager; 467-5793 sriley@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	Rodin Orozco - Alternate	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com
North Coast Opportunities (NCO)	4th Wednesday of month, 2 p.m.	Alternating locations - Ukiah and Lakeport	Governing Board Chair North Coast Opportunities 413 North State Street Ukiah, CA 95482	Assist low income and disadvantaged people to become self reliant	Neil Davis	Neil Davis, Community Services Director; 467-5764 ndavis@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	Orozco, Sher Neil Davis - Alternate	David Burton , Museum Director; 467-2836 dburton@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 501 Low Gap Rd., Rm. 1010 Ukiah, CA 95482 463-4441	GSA serves as the Groundwater Sustainability Agency in the Ukiah Valley basin	Crane N/A - Alternate	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com
MENDOCINO COUNTY	MTG DATE/TIME	MEETING LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
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 (<i>Mayor - Primary; Vice Mayor - Alternate</i>)	Mayor Crane Vice Mayor Sher	Kristine Lawler , City Clerk; 463-6217 klawler@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	Riley (appointed 12/19/18)	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
Library Advisory Board	3rd Wednesdays of alternate months; 1:00 p.m.	Various Mendocino County Libraries	Ukiah County Library 463-4491	Review library policy and activities	Sher Rodin - Alternate	Kristine Lawler , City Clerk; 463-6217; klawler@cityofukiah.com
Mendocino County 1st District Liaison	Monthly; TBD	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 1st District Supervisor	Crane Rodin - Alternate	Sage Sangiacomo , City Manager; 463-6221; ssangiacomo@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 County's 2nd District Supervisor	Criss Rodin - Alternate	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
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	Criss Sher - Alternate	Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@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	Liaisons: Owen/Schlatter	Greg Owen , Airport Manager; 467-2855; gowen@cityofukiah.com Craig Schlatter , Director of Community Development; 463-6219; cschlatter@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	Rodin Crane - Alternate for both city seat members on Commission	Craig Schlatter , Director of Community Development; 463-6219; cschlatter@cityofukiah.com

MENDOCINO COUNTY Continued	MTG DATE/TIME	MEETING	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
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	Crane Sher - 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	Sher Rodin - Alternate	Tim Eriksen, Public Works Director/City Engineer ; 463-6280 teriksen@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	Criss Max Brazill, Admin Lieutenant - Alternate	Cedric Crook , Police Chief; 463-6771; ccrook@cityofukiah.com
Russian River Flood Control District (RRFCD) Liaison	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	White/Orozco	Sean White , Director of Water Resources; 463-5712 swhite@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 (appointed 12/19/18)	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	Orozco, Criss Sage Sangiacomo, City Manager Cedric Crook, Police Chief	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
REGIONAL	MTG DATE/TIME		LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Great Redwood Trail Agency (GRTA)	Bi-monthly, 3rd Thursdays, 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	Rodin Sher - Alternate	Neil Davis , Community Services Director 467-5764 ndavis@cityofukiah.com
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	Orozco Criss - Alternate	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
Russian River Watershed Association (RRWA)	4th Thursday of month, 9:00 a.m. (only 5 times a year)		Windsor Town Hall 9291 Old Redwood Hwy, #400 Windsor, CA 95492 707-838-1000	Russian River Watershed Association 2235 Mercury Way, Suite 105 Santa Rose, CA 95407 info@rwwatershed.org 707-508-3670 (message only)	Consider issues related to Russian river - plans projects and funding requests	Rodin Sher - Alternate	Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Northern California Power Agency (NCPA) - Commission	4th Thursday of month, 9:00 a.m. (see NCPA calendar)		Roseville, CA and other locations	651 Commerce Drive Roseville, CA 95678 916-781-4202	Pool of State and local power utilities developing and operating power generation, providing scheduling and related energy services and providing regulatory and legislative support.	Crane - Commissioner Sher - City Council Alternate Sauers - Alternate and Commissioner in absence of Commissioner Crane	Cindi Sauers - Electric Utility Director; 463-6286 csauers@cityofukiah.com
Northern California Power Agency (NCPA) – Lodi Energy Center (LEC) Appointment	2nd Monday of month, 10:00 AM		Lodi, CA and other locations	651 Commerce Drive Roseville, CA 95678 916-781-4299	Committee oversees the operation, maintenance and expenditures of the LEC 300 MW generating project.	Sauers – Project Participate Appointee	Cindy Sauers , Electric Utility Director, 463-6286, csauers@cityofukiah.com
Transmission Agency of Northern California (TANC)	4th Wednesday of month, 10 a.m.		35 Iron Point Circle Suite 225 Folsom, CA	35 Iron Point Cir #225 Folsom, CA 95630 916-852-1673; info@tanc.us	Provide electric transmission to its Member utilities through transmission line ownership or contract arrangements.	Crane Sauers - Alternate	Cindi Sauers - Electric Utility Director; 463-6286 csauers@cityofukiah.com
STANDING COMMITTEES	MTG DATE/TIME		LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Diversity and Equity	TBD		Virtual Meeting Room (link to be created)	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Improve diversity and equity in the City's workforce and municipal services	Orozco/Criss	Traci Boyl , City Manager's Office Management Analyst; 467-5720; tboyl@cityofukiah.com
Fire Executive Committee	2nd Tue, every other month beginning in January; 5:00 p.m.		Ukiah Valley Conference Center, 200 S. School Street Ukiah, CA	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	Orozco/Sher Alternates: Criss	Doug Hutchison , Fire Chief; 463-6263; dhutchison@cityofukiah.com
Countywide Oversight Board to the RDA Successor Agencies	4th Thursday of January, 4:00 p.m.; meets annually		Ukiah Valley Conference Center, 200 S. School Street Ukiah, CA	City of Ukiah ATTN: City Clerk 300 Seminary Ave. Ukiah, CA 95482	Oversee and direct the Successor Agencies of the former redevelopment agencies	Crane	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com Kristine Lawler , City Clerk; 463-6217, klawler@cityofukiah.com
Water Executive Committee (Ukiah Valley Water Authority)	1st Tue of each month at 6:00 p.m.		Ukiah Valley Conference Center, 200 S. School Street Ukiah, CA	City of Ukiah ATTN: Sean White 300 Seminary Ave. Ukiah, CA 95482	Oversight of UVWA; set annual budget for the combined water system; Manage rates and collect levies; modify existing water rights for the provision of water service; mediation and dispute resolution;	Crane/Orozco	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com

2025 AD HOC COMMITTEES		
COMMITTEE	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Electric Grid Operational Improvements	Crane/Orozco	Cindy Sauers, Electric Utility Director; 463-6286 csauers@cityofukiah.com
Trench Cut Policy Development	Crane	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Advance Planning & Policy for Annexation Applications	Crane/Rodin	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
UVSD/ City Relations <i>Ad hoc committee to address specific issues with the Ukiah Valley Sanitation District, including discussion of overall sewer system service delivery policies, operating policy revisions, potential revisions to the current Operating Agreement, and cost sharing</i>	Crane/Orozco	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sean White, Water Resources Director 463-5712 swhite@cityofukiah.com
Orr Street Bridge Corridor	Rodin/Sher	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Complete Streets	Rodin/Crane	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com Neil Davis, Community Services Director 467-5764 ndavis@cityofukiah.com
Special Districts (Water District Consolidation)	Orozco/Crane	Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com
Corp Yard Planning	Crane/Orozco	Jason Benson, Senior Civil Engineer 463-6284 jbenenson@cityofukiah.com
Mendocino County Courthouse Project and Reuse	Sher/Orozco	Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com
Climate Action Plan <i>Will coordinate with the Community Development Director to identify and assign representation to each of the identified categories, and also coordinate with the Community Development Director and the Climate Action Plan Working Group related to other outreach efforts during the development of the draft municipal Climate Action Plan related to the 2040 General Plan</i>	Sher/Criss	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
City's 150-Year Anniversary Planning	Orozco/Rodin	Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com
Zoning Reform <i>Function is to explore creation of a new ministerial zoning permit and identify additional zoning streamlining and reform efforts to provide better and more consistent development outcomes</i>	Crane/Orozco	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
Community Health Needs Assessment (CHNA) Steering Committee <i>assist in the creation of the 2025 CHNA Report for the communities served by the three Adventist Health hospitals in Mendocino County. providing insight, identifying, gathering and analyzing the health needs of our community. Additionally</i>	Rodin/Sher	Jeremy Malin, NP Director of Community Health Analytics Adventist Health Howard Memorial Adventist Health Ukiah Valley Adventist Health Mendocino Coast 978-289-3330; malinjr@ah.org
Parks & Recreation Special District Exploration	Rodin/Orozco	Neil Davis, Community Services Director 467-5764 ndavis@cityofukiah.com
Downtown Zoning code	Crane/Rodin	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
Tourism Advisory Committee	Rodin/Sher	Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com
Historic Preservation Code	Sher/Criss	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
Fire Severity	Rodin/Orozco	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
City Council Handbook Review and Update	Sher	Kristine Lawler, City Clerk 463-6217; klawler@cityofukiah.com

*Note: Changing the composition of an existing ad-hoc among current councilmembers after work has begun presents potential Brown Act issues. Requests for fully filled ad-hocs are represented on the draft, but staff does not recommend changes except to fill vacated assignments. The current requests on the sheet for fully composed ad-hocs are primarily intended to convey interest in topics covered by these ad-hoc committees for possible future consideration of new assignments.