



City Council Special 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/84685724162>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 846 8572 4162
- 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.

October 6, 2025 - 4:30 PM

1. **ROLL CALL AND PLEDGE OF ALLEGIANCE**

2. **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.

3. **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.

- 3.a. Consider Authorization for the Mayor to Finalize and Execute a Memorandum of Understanding Confirming Public Safety and Animal Control Services for Pinoleville Pomo Nation.

Recommended Action: Authorize the Mayor to finalize and execute a Memorandum of Understanding confirming public safety and animal control services for Pinoleville Pomo Nation.

Attachments:

1. MOU and Animal Control Ordinance (City of Ukiah - Pinoleville Pomo Nation)

- 3.b. Approval of the Adding of a Management Analyst I/II (Housing and Grants Specialist/Coordinator) Position in the Community Development Department; and Approval of Corresponding Budget Amendment.

Recommended Action: Add a Management Analyst I/II (Housing and Grants Specialist/Coordinator) position; and approve a corresponding budget amendment.

Attachments:

1. Management Analyst I-II (Housing and Grants Specialist.Coordinator) Oct 2025

- 3.c. Authorization for the City Manager to Respond to a Letter from Department of Corrections and Rehabilitation Objecting to Two of the Proposed Locations for a Parole Office in Ukiah.

Recommended Action: Authorize the City Manager to send a letter to the Department of Corrections and Rehabilitation objecting to two of the proposed locations for a parole office in Ukiah.

Attachments:

1. L.Parole Office AB647
2. L_CDRCR Location_100125_draft

- 3.d. Approval of Proposal Received from Plant Road Farming, Authorize the City Manager to Negotiate and Execute an Agreement with Plant Road Farming, and Approve Corresponding Budget Amendment.

Recommended Action: Approve the proposal received from Plant Road Farming, authorize the City Manager to negotiate and execute an agreement with Plant Road Farming subject to the Community Development Department making a determination that project qualifies for a categorical or other exemption from CEQA, and approve corresponding budget amendment.

Attachments:

1. Lease Agreement for 300 Plant Road Ukiah -- City of Ukiah -w- Plant Road Farming Lease FINAL

4. UNFINISHED BUSINESS

5. NEW BUSINESS

- 5.a. Adoption of a Resolution Approving Successor Memoranda of Understanding Between the City of Ukiah and Employee Bargaining Units — International Brotherhood of Electrical Workers, Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit — Effective September 19, 2025, through September 18, 2028, and Corresponding Salary Schedules; and Authorize the City Manager to Execute the Agreements and Amend the Budget Accordingly.

Recommended Action: Adopt a Resolution approving the successor Memoranda of Understanding between the City of Ukiah and Employee Bargaining Units — International Brotherhood of Electrical Workers, Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit — effective September 19, 2025, through September 18, 2028, and corresponding Salary Schedules; and authorize the City Manager to execute the agreements on behalf of the City and amend the budget accordingly.

Attachments:

1. IBEW MOU 9.19.25-9.18.28
2. IBEW Salary Schedule Effective 9.28.25-9.27.26
3. UPOA MOU 9.19.25-9.18.28
4. UPOA Salary Schedule Effective 9.28.25-9.27.26
5. Management MOU 9.19.25-9.18.28
6. Management Salary Schedule Effective 9.28.25-9.27.26
7. Department Head MOU 9.19.25-9.18.28
8. Department Head Salary Schedule Effective 9.28.25-9.27.26
9. Resolution Approving Successor MOUs 2025-2026
10. Budget Coding

6. CLOSED SESSION

- 6.a. **Conference with Legal Counsel – Anticipated Litigation**
(Government Code Section 54956.9(d)(4))
Initiation of litigation (1 case)
- 6.b. **Conference with Legal Counsel – Anticipated Litigation**
(Government Code Section 54956.9(2) or (3))
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 (1case)
- 6.c. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCU-K-CVPT-2018-70200
- 6.d. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: Vichy Springs Resort, Inc v. City of Ukiah, et al.; Case No. 24-cv-07106-JSC
- 6.e. **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
- 6.f. **Conference with Real Property Negotiators**
(Cal. Gov't Code Section 54956.8)
Property: APN Nos: 170-030-05; 170-030-03; 170-010-05; 170-020-07; 170-020-11; 170-040-03; 170-020-08
Negotiator: Sage Sangiacomo, City Manager
Negotiating Parties: Project Ovis LLC
Under Negotiation: Price & Terms of Payment
- 6.g. **Conference with Labor Negotiator (54957.6)**
Agency Designated Representative: Sage Sangiacomo, City Manager
Employee Organizations: All bargaining units
Unrepresented Employee: Police Chief

7. 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 12 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 24 hours prior to the meeting set forth on this agenda.

Araceli Sandoval, Deputy City Clerk
Dated:10/03/25



AGENDA SUMMARY REPORT

SUBJECT: Consider Authorization for the Mayor to Finalize and Execute a Memorandum of Understanding Confirming Public Safety and Animal Control Services for Pinoleville Pomo Nation.

DEPARTMENT: Police **PREPARED BY:** Tom Corning, Police Chief, Maya Simerson, Project & Grant Administrator
PRESENTER: Tom Corning, Police Chief

ATTACHMENTS:

1. MOU and Animal Control Ordinance (City of Ukiah - Pinoleville Pomo Nation)

Summary: Council will consider authorizing the Mayor to finalize and execute a Memorandum of Understanding confirming public safety and animal control services for Pinoleville Pomo Nation.

Background: Pinoleville Pomo Nation reached out to the City of Ukiah to discuss potential solutions to animal control issues on tribal property. The Nation has found that there exists a potential health and safety concern on the Pinoleville Pomo Reservation due to uncontrolled animals and the Nation has not been able to successfully remedy these issues with the County of Mendocino's animal control solutions.

The City of Ukiah is an active participant in the ongoing Intergovernmental Meetings with Pinoleville Pomo Nation. One of the benefits of these meetings is the opportunities for collaboration and the development of solutions to issues for all parties involved.

When the discussion of animal control arose, the Sheriff's Office/County confirmed they did not have the capacity to address the issue.

Discussion: The City and the Nation have worked together to develop the attached Memorandum of Understanding (MOU) confirming public safety and animal control services for Pinoleville Pomo Nation (Attachment #1). The Nation has already fully executed their portion of the agreement.

The Nation has adopted an Animal Control Ordinance that adopts and incorporates Articles 5, 6, 7, 8, and 9 of Chapter 1, Division 5 of the Ukiah City Code.

The City has the capacity and is willing to provide enforcement of such provisions of the City Code within the Pinoleville Pomo Reservation pursuant to the Nation's Animal Control Ordinance. By doing so, the City will provide general public safety services as they relate to animal control services pursuant to Articles 5, 6, 7, 8, and 9 of Chapter 1, Division 5 of the Ukiah City Code adopted as the Nation's Animal Control Ordinance, to the Nation on the Pinoleville Reservation.

The Nation will reimburse the City for services rendered pursuant to the Animal Control Ordinance within thirty (30) days of receipt of invoice.

Staff recommends Council authorize the Mayor to finalize and execute the MOU with Pinoleville Pomo Nation.

Recommended Action: Authorize the Mayor to finalize and execute a Memorandum of Understanding confirming public safety and animal control services for Pinoleville Pomo Nation.

BUDGET AMENDMENT REQUIRED: n/a

CURRENT BUDGET AMOUNT: n/a

PROPOSED BUDGET AMOUNT: n/a

FINANCING SOURCE: Cost Recovery

REVENUE: Yes **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: n/a

COORDINATED WITH: Sage Sangiacomo, City Manager, Darcy Vaughn, Deputy City Attorney, and Pinoleville Pomo Nation

STRATEGIC PLAN (SP): **SP 1B** - Provide services that support a high quality of life for all residents, including fostering diverse, inclusive, sustainable, and accessible neighborhoods.

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP):

Approved:


Sage Sangiacomo, City Manager

MEMORANDUM OF UNDERSTANDING CONFIRMING PUBLIC SAFETY AND ANIMAL CONTROL SERVICES

This Memorandum of Understanding (“MOU”) is entered into this ____ day of _____ 2025 in the City of Ukiah, Mendocino, California, by and between the Pinoleville Pomo Nation, a federally recognized Indian tribe (“Nation”) and the City of Ukiah, a municipal corporation and general law city of the State of California (“City”) (referenced together as the “Parties”).

Recitals

WHEREAS, the Nation has found that there exists a potential health and safety concern on the Pinoleville Pomo Reservation due to uncontrolled animals;

WHEREAS, the Nation has adopted an Animal Control Ordinance that adopts and incorporates Articles 5, 6, 7, 8, and 9 of Chapter 1, Division 5 of the Ukiah City Code; and

WHEREAS, the City is willing to provide enforcement of such provisions of the City Code within the Pinoleville Pomo Reservation pursuant to the Nation’s Animal Control Ordinance, attached as Exhibit A.

NOW, THEREFORE, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. The City will provide general public safety services as they relate to animal control services pursuant to Articles 5, 6, 7, 8, and 9 of Chapter 1, Division 5 of the Ukiah City Code adopted as the Nation’s Animal Control Ordinance, to the Nation on the Pinoleville Reservation.
2. The Nation will reimburse the City for services rendered pursuant to the Animal Control Ordinance within thirty (30) days of receipt of invoice. Failure by the Nation to pay any invoice within thirty (30) days of billing will entitle the City to terminate this MOU immediately.
3. The Nation grants the City and its officials, agents, representatives, and employees the right to enter onto any property within the Pinoleville Reservation for purposes of enforcing the Animal Control Ordinance.
4. The Nation will indemnify and hold harmless the City, its officials, agents, representatives, and employees for all actions taken by the City, its officials, agents, representatives, and employees in enforcing the Animal Control Ordinance, except for the negligent or intentionally wrongful acts or omissions of the City, its officials, agents, representatives, and employees in enforcing the Animal Control Ordinance, and except as to acts or omissions for which the City and its employees are immune from liability under provisions of state law.
5. The City agrees to bill the Nation monthly for services provided in connection with enforcing the Animal Control Ordinance and to provide a report of activities.
6. The City shall retain any and all rights and immunities extended to municipalities and their employees under the immunities provisions of state law, including, but not limited to, those provisions of the California Government Code. Except as otherwise provided herein, the Nation shall retain any and all rights and immunities that it enjoys as a result

of its status as a federally recognized tribe under the provisions of the United States Constitution and other federal law.

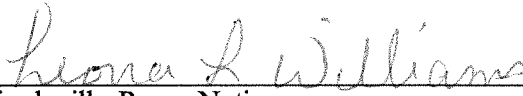
7. The Nation and the City agree to the Dispute Resolution Provisions set forth in Exhibit B attached hereto and incorporated by reference as thou fully set forth.
8. The Nation shall, at its own cost and expense, procure and maintain during the entire term of this MOU a broad form of comprehensive coverage policy of public liability insurance issued by an insurance agency licensed by the State of California insuring the Nation and City against loss or liability caused by either Party hereto in connection with this MOU in amounts not less than the following:
 - a. \$1,000,000.00 for injury to or death of one person and, subject to that limitation for the injury or death of one person, of not less than \$2,000,000.00 for injury to or death of two or more persons as a result of any one accident or incident; and
 - b. \$250,000.00 for damage to or destruction of any property.
9. This MOU shall renew annually, unless it is terminated in writing by either Party hereto by written notice given at least 30 days prior to the expiration of the anniversary date of the contractual formation of this MOU. That date shall be the date upon which both parties have completed signing of this MOU.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS MOU ON THE DATE AND YEAR FIRST ABOVE WRITTEN BY THEIR DULY AUTHORIZED REPRESENTATIVES, HAVING FULL AUTHORITY TO SO ACT FOR AND ON BEHALF OF THE PARTIES HERETO, AND IN A MANNER FULLY BINDING UPON THEM AND EACH OF THEM.

CITY OF UKIAH
By: Douglas Crane, Mayor
(Pursuant to Council Action on _____, 2025

Attest:

Clerk



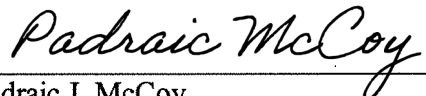
Pinoleville Pomo Nation
By: Leona L. Williams, Chairperson



Angela James, Vice-Chairperson

Approved as to Form:

David Rapport
City Attorney



Padraic I. McCoy
Attorney for Pinoleville Pomo Nation

EXHIBIT A
ANIMAL CONTROL ORDINANCE

PINOLEVILLE POMO NATION

**ORDINANCE NO. 08-20-25
ANIMAL CONTROL ORDINANCE**

The Tribal Council of the Pinoleville Pomo Nation hereby ordains as follows.

Section 1. Findings and Declarations:

The Tribal Council of the Pinoleville Pomo Nation hereby finds and declares as follows:

- a. Tribal regulation and control of animals within the jurisdiction of the Nation is essential for the protection of the health and general welfare of Tribal members and visitors to the Tribal community.
- b. The presence of unlicensed and uncontrolled animals on the Pinoleville Rancheria ("Reservation") endangers the health and well-being of Tribal members and visitors to the Tribal community.
- c. The City of Ukiah ("City") has issued and currently enforces certain animal control laws outside of the Reservation.
- d. The Tribal Council's adoption of such animal control laws and the City's enforcement thereof on the Reservation would promote the health and general welfare of Tribal Members and visitors to the Tribal community.
- e. The Tribal Council thereby declares that certain provisions of the Ukiah City Code shall be adopted herein, that such laws shall be enforceable by the City of Ukiah, and that proceedings regarding the violations of any such laws shall be conducted before the Pinoleville Pomo Nation Tribal Court.

Section 2. Certain Provisions of City Code Enforceable on the Reservation

- a. The following provisions of the Ukiah City Code Division 5, Chapter 1, entitled "Animals Generally", are hereby adopted by reference and made applicable to Tribal Members and Non-members alike:
 - Article 5 (Penalties and Definitions)
 - Article 6 (Dogs, Cats, and Other Animals, Prohibitions)
 - Article 7 (Licensing and Permits)
 - Article 8 (Rabies Control)
 - Article 9 (Impoundment)
- b. Amendments to these sections of the Ukiah City Code are adopted by reference and made applicable to offenses committed by members and non-members alike, if the Tribal Council, within fifteen (15) calendar days of receiving written notice of the amendment by mail, fails to give written notice to the City by mail addressed to the City Attorney that an amendment shall

not apply on the Reservation.

- c. The City officials who enforce the provisions of the City Code stated above are hereby authorized to enforce such provisions. All citations, arrest warrants, criminal complaints, and other documents shall reference the appropriate sections of the City Code and need not reference the provisions of this Ordinance.

Section 3. Enforcement in Tribal Courts

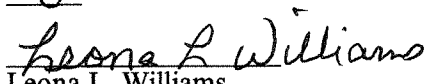
- a. The Pinoleville Pomo Nation Tribal Court is the venue for the purpose of trying and enforcing violations of the City Code. Court proceedings shall be conducted in the same manner as any other proceedings in said courts and need not reference this Ordinance.
- b. All administrative hearings and other proceedings requiring adjudication under the City Code sections adopted herein shall be conducted consistent with the laws of the Pinoleville Pomo Nation.

Section 4. Sovereign Immunity

Nothing in the above Ordinance shall act as or be interpreted as a waiver of the Nation's sovereign immunity. Only the Tribal Council may expressly authorize a limited waiver of sovereign immunity from suit, provided however, that such waiver be express and unequivocal and evidenced by a duly enacted resolution by the Tribal Council which expressly and unequivocally waives sovereign immunity for that purpose only. A resolution of the Tribal Council which expressly and unequivocally waives the Nation's sovereign immunity shall not be deemed a waiver for any other purpose. Any limited waiver enacted by the Tribal Council pursuant to the authorization granted by this provision shall not extend to the Pinoleville Pomo Nation or any of its departments, agencies or entities. The Pinoleville Pomo Nation shall not be liable for the debts of any of its departments, agencies or entities except in so far it may hereinafter expressly obligated itself in writing.

Certification

The Tribal Council of the Pinoleville Pomo Nation does hereby certify the forgoing Ordinance No. 08-20-25 was approved at a duly called meeting of the Tribal Council on the 20 day of August, 2025, where a quorum was present, this action was duly adopted by a vote of 5 For 0, Oppose and 0 Abstain.


Leona L. Williams
Chairperson


Angela James
Vice-Chairperson

EXHIBIT B DISPUTE RESOLUTION

A. Voluntary Resolution; Reference to Other Means of Resolution.

1. In recognition of the government-to-government relationship of the Pinoleville Pomo Nation (“Nation”) and the City of Ukiah (“City”) (collectively referred to as the “Parties”), the Parties will make their best efforts to resolve disputes that occur under their Memorandum of Understanding Confirming Public Safety and Animal Control Services (“MOU”) by good faith negotiations whenever possible. Therefore, without prejudice to the right of either Party to seek injunctive relief against the other when circumstances are deemed to require immediate relief, the Parties hereby establish a threshold requirement that disputes between them first be subjected to a process of meeting and conferring in good faith in order to foster a spirit of cooperation and efficiency in the administration and monitoring of performance and compliance by each other with the terms, provisions, and conditions of the MOU, as follows:

2. Either Party will give the other, as soon as possible after the event giving rise to the concern, a written notice setting forth, with specificity, the issues to be resolved.

3. The Parties will meet and confer in a good faith attempt to resolve the dispute through negotiations not later than ten (10) days after receipt of the notice, unless both Parties agree in writing to an extension of time.

4. If the dispute is not resolved to the satisfaction of the Parties within thirty (30) calendar days after the first meeting, then either Party may seek to have the dispute resolved by an arbitrator in accordance with this Dispute Resolution process, but neither Party will be required to agree to submit to arbitration.

5. Disagreements that are not otherwise resolved by arbitration or other mutually acceptable means as provided in this Dispute Resolution process may be resolved in the Mendocino County Superior Court of the State of California (hereinafter “Mendocino County Superior Court”).

6. The disputes to be submitted to court action include, but are not limited to, claims of breach or violation of the MOU. In no event may the Nation be precluded from pursuing any arbitration or judicial remedy against the City on the grounds that the Nation has failed to exhaust its administrative remedies. In no event may City be precluded from pursuing any arbitration or judicial remedy against the Nation on the grounds that the City has failed to exhaust its administrative remedies. The parties agree that, except in the case of imminent threat to the public health or safety, reasonable efforts will be made to explore alternative dispute resolution avenues prior to resorting to judicial process.

B. Arbitration Rules.

1. Any arbitration will be conducted in accordance with the policies and procedures of the Commercial Arbitration Rules of the American Arbitration Association, and will be held at such location within the County of Mendocino as the parties may agree. If the Parties cannot agree, the location will be at City Council Chambers, Ukiah, California.

2. Each Party will bear its own costs, attorneys fees and one-half the costs of the American Arbitration Association and arbitrator, unless the arbitrator rules otherwise.

3. Only one neutral arbitrator may be named, unless the Nation or City objects, in which case a panel of three arbitrators (each party shall select one, and those two selected will in turn select the third) will be named.

4. The provisions of Section 1283.05 of the California Code of Civil Procedure will apply; provided that no discovery authorized by that section may be conducted without leave of the arbitrator. The decision of the arbitrator will be in writing, give reasons for the decision, and will be binding.

5. Judgment on the award may be entered and enforced in all regards by the Mendocino County Superior Court.

C. No Waiver or Preclusion of Other Means of Dispute Resolution.

This Dispute Resolution process may not be construed to preclude, limit or restrict the ability of the Parties to pursue, by mutual agreement, any other method of dispute resolution, including but not limited to, mediation provided that neither Party is under any obligation to agree to such alternative method of dispute resolution.

D. The Nation agrees to a limited waiver of its sovereign immunity from suit for purposes of consenting to arbitration and enforcement of the judgment of the arbitration award in Mendocino County Superior Court and consents to the jurisdiction of the Mendocino County Superior Court for resolution of disagreements that are not otherwise resolved by arbitration or other mutually acceptable means as set forth in Section 5.A of these Dispute Resolution Procedures.



AGENDA SUMMARY REPORT

SUBJECT: Approval of the Adding of a Management Analyst I/II (Housing and Grants Specialist/Coordinator) Position in the Community Development Department; and Approval of Corresponding Budget Amendment.

DEPARTMENT: Community Development

PREPARED BY: Craig Schlatter, Community Development Director

PRESENTER: Consent Calendar

ATTACHMENTS:

1. Management Analyst I-II (Housing and Grants Specialist.Coordinator) Oct 2025

Summary: Council will consider adding a Management Analyst I/II (Housing and Grants Specialist/Coordinator) Position in the Community Development Department, as well as approving a corresponding budget amendment.

Background: As part of the overall routine maintenance of the classification and compensation schedules for the City of Ukiah, the Human Resources Department is responsible for evaluating classifications, developing new classifications (including appropriate salary levels), examining salary grade adjustments, and making recommendations for additions, modifications, and/or corrections to classifications and Memoranda of Understanding.

On October 16, 2024, the City Council approved a minor reorganization of the Housing and Grants Management Divisions of the Community Development Department, adding the Project and Grants Administrator as a new position to the Department. Formerly, the two Divisions were staffed by a Housing and Grants Manager and a Grants Manager. At the conclusion of the closed promotional recruitment for this new position, the former Grants Manager was promoted to the Project and Grants Administrator position.

On January 15, 2025, Council approved the freezing of the Grants Coordinator/Manager position and the unfreezing of the GIS Analyst I/II position. According to the staff report prepared for the item, this was recommended by Staff to meet current immediate and anticipated future needs related to GIS/mapping services, grant preparation, and current and long-term planning projects. The GIS Analyst position was filled in June 2025.

Discussion: Since October 2024, project management responsibilities, mainly due to the broadband project but also including other Citywide projects, have increased for the Project and Grant Administrator. This has reduced the amount of time the position can spend on housing and grants activities, resulting in reduced capacity in the housing and grants management divisions. Unfortunately, this loss of staff capacity has also occurred at a time of significantly increasing housing and grants revenue. \$2.2 million has been awarded to the City in the last six months alone, for example, for the launching of First Time Homebuyer (FTHB) programs.

The activity delivery and general administration allocations available through the awarded FTHB programs are adequate for fully funding an added Housing and Grants Specialist/Coordinator position through FY 2027. However, it is expected that the position will prepare additional grants and implement additional housing services, generating additional revenue in the future. Thus, to ensure the City has sufficient staff resources to

support ongoing grant acquisition and management, staff recommends adding a new position to the Housing and Grants Division.

To recognize the expanding portfolio of housing services and activities, Staff has made minor modifications to the existing job description. These involve changing the informal title from "Grants Coordinator/Manager" to "Housing and Grants Specialist/Coordinator," as well as adding a couple of sentences reflecting housing responsibilities. The revised job description is included as Attachment 1.

Staff recommends Council approve the adding of a Management Analyst I/II (Housing and Grants Specialist/Coordinator) position in the Community Development Department and approve the corresponding budget amendment.

Recommended Action: Add a Management Analyst I/II (Housing and Grants Specialist/Coordinator) position; and approve a corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: None

PROPOSED BUDGET AMOUNT: up to \$154,200 annually

FINANCING SOURCE: CDBG, HOME, and other grant revenue sources

REVENUE: Yes **GRANT:** Yes

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sheri Mannion, Human Resources/Risk Management Director

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A



Approved:


Sage Sangiacomo, City Manager



COMMUNITY DEVELOPMENT / MANAGEMENT ANALYST I/II
(HOUSING AND GRANTS SPECIALIST/COORDINATOR)
(Exempt, Management Position)

DEFINITION

Under general supervision of the Housing and Grants Manager and Director of Community Development, plans, organizes, and manages the City's housing and grants programs; seeks out grants and prepares funding applications; administers the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) programs; implements housing and community development-related programs and projects; and administers other federal and state funding programs from granting agencies in support of various City projects and programs.

DISTINGUISHING CHARACTERISTICS

Community Development/Management Analyst I (Housing and Grants Specialist): This is a journey-level class in the Analyst series and is distinguished from the advanced journey level class by the performance of the more routine tasks and duties assigned to positions within the series. Employees at this level are not expected to perform with the same independence of direction and judgment of matters allocated to the advanced journey level. As knowledge and work becomes broader in scope, assignments are more varied and are performed under more general direction. This class is alternately staffed with Community Development/Management Analyst II (Housing and Grants Coordinator) and incumbents may advance to the higher-level class after gaining the knowledge, skills, and expertise that meet the qualifications for and demonstrating the ability to perform the work of the higher-level class.

Community Development/Management Analyst II (Housing and Grants Coordinator): This is an advanced journey-level class in the Analyst series responsible for performing a broad range of housing and grants administration and implementation activities. The duties performed require considerable discretion and latitude of judgment in the administration and implementation of housing and grants activities. The incumbent may exercise lead direction to Departmental and other City staff on grants activities.

DUTIES AND RESPONSIBILITIES

These examples are intended only as illustrations of the various types of work performed. The examples of work performed are neither restricted to nor all-encompassing of the duties to be performed under this job title.

- Identify appropriate grant opportunities; research and prepare grant proposals; outline plans, strategies, goals, and objectives; organize public hearings on community needs and responsive proposals.
- Coordinate the planning, implementation and ongoing administration of grants and grant funded programs and projects; allocate funding and coordinate funding deadlines; prepare reports involving grant performance, including but not limited to expenditures, activity levels, outcomes, and goals.

- Administer CDBG and HOME programs and assist in administering the Ukiah Housing Trust Fund.
- Prepare various financial, real estate, and legal documents related to loans, deeds, liens, and grants, including but not limited to loan summary reports, loan underwriting, and closing documents.
- Coordinate and monitor the work of contractors, inspectors, and grant subrecipients. May require visits to construction and work sites to monitor compliance with federal laws and regulations.
- Coordinate with other City Departments, homeowners, real estate professionals, nonprofits, and contractors to deliver housing, grant, and loan program materials efficiently and effectively.
- Process regulatory documentation, respond to inquiries from internal and external sources, present written and oral reports on administrative and policy subjects.
- Update databases and tracking systems related to the Housing and Grants Management Divisions and Department.
- Make presentations to executive staff and the City Council.
- Respect the value of diversity in the workplace and the community.

Knowledge of:

- Principles and practices of federal and state grants administration.
- Applicable federal, state, and local legislation and grant regulations and requirements.
- Effective grants management techniques.
- Basic finance principles.

Ability to:

- Execute assignments, projects, and job responsibilities efficiently and within defined timeframes; and work independently and effectively with little direction.
- Exercise initiative and sound judgment, and react resourcefully, creatively, and responsibly under pressure and time constraints.
- Demonstrate good judgment and critical thinking in executing duties, identifying issues, seeking solutions, and recommending improvements.
- Establish and maintain effective working relationships with public and nonprofit agencies, decision makers, grant subrecipients, state and federal program staff, housing stakeholders, and community groups.
- Provide verbal and written information, direction, and advice to a wide variety of people, including presenting information at public meetings.
- Set up and maintain paper and electronic filing systems for records, correspondence, and other material.
- Operate office equipment such as fax machines, copiers, and phone systems; and use computers for spreadsheet, word processing, presentations, database management, and other applications (must be able to use Word, Excel, Outlook, PowerPoint, and Adobe Acrobat proficiently and have the aptitude to learn the use of other software programs as needed).
- React to change productively and to handle other tasks as assigned.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain required qualification would be:

Community Development/Management Analyst I (Grants Specialist): At least a Bachelor's degree from an accredited college or university in Public Administration, Business, Finance, Economics, Community/Economic Development, or a related field and two (2) years of full-time professional government or nonprofit experience in housing services, grants management, community/economic development, or other closely related profession.

Community Development/Management Analyst II (Grants Coordinator): At least a Bachelor's degree (Master's Degree is desirable) from a recognized college or university in Public Administration, Business, Finance, Economics, Community/Economic Development, or a related field, and four (4) years of professional government or nonprofit experience in housing services, grants management, community/economic development, or other closely related profession.

A Master's degree in Public Administration, Business, Finance, or Community/Economic Development may be substituted for up to one (1) year of the required experience.

Language Skills

English (read, write, and the use of proper grammar)
Spanish preferred

Necessary Special Requirement:

Possession of a valid Class C California Driver License.



AGENDA SUMMARY REPORT

SUBJECT: Authorization for the City Manager to Respond to a Letter from Department of Corrections and Rehabilitation Objecting to Two of the Proposed Locations for a Parole Office in Ukiah.

DEPARTMENT: City Manager / Admin

PREPARED BY: Shannon Riley, Deputy City Manager

PRESENTER: Consent Calendar

ATTACHMENTS:

1. L.Parole Office AB647
2. L_CDCR Location_100125_draft

Summary: Staff has drafted a response letter to the Department of Corrections and Rehabilitation objecting to locations proposed for the Ukiah parole office and seeks Council's direction to send it.

Background: The City of Ukiah has received a letter (Attachment 1) from the California State Department of Corrections and Rehabilitation, pursuant to Government Code Section 14681.5, regarding their consideration of four possible locations in Ukiah for the parole office. Two of those locations are sited in prime commercial buildings, likely incompatible with neighboring businesses and the City's vision for downtown Ukiah.

Discussion: City Staff has drafted a response letter to the Department of Corrections and Rehabilitation, explaining the objections to two of the proposed locations (Attachment 2). Staff is recommending that the Council authorize the sending of this letter.

Recommended Action: Authorize the City Manager to send a letter to the Department of Corrections and Rehabilitation objecting to two of the proposed locations for a parole office in 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): **SP 4B** - Develop and preserve the historic downtown as a regional center of civic and economic activity.

CLIMATE INITIATIVES (CI):

GENERAL PLAN ELEMENTS (GP):

Approved: 
Sage Sangiacomo, City Manager

FACILITY PLANNING, CONSTRUCTION AND MANAGEMENT
CAPITAL PLANNING AND PROJECT SERVICES BRANCH
9838 Old Placerville Road, Ste B
Sacramento, CA 95827



9/19/2025

City Clerk Kristine Lawler
City of Ukiah Civic Center
300 Seminary Avenue
Ukiah, CA 95482

Dear City Clerk Kristine Lawler:

Pursuant to Government Code Section 14681.5, (see enclosure); the California Department of Corrections and Rehabilitation (CDCR) shall provide 60-day notices to specified officials prior to entering into a lease for an existing building.

I am writing to you at this time because the Department is currently considering a proposal to lease space for a parole office at the following location(s):

- 1040 North State Street, Ukiah, CA 95482
- 728 South State Street, Ukiah, CA 95482
- 204 Mason Street, Ukiah, CA 95482
- 479 North State Street, Ukiah, CA 95482

Any comments or questions regarding this proposed lease may be submitted in writing via email to the Facilities Coordinator at cal_externalaffairs@cdcr.ca.gov.

Sincerely,

DocuSigned by:
Michael Potter
6A0C31D2D87847E...

MICHAEL POTTER
Associate Director
Capital Planning and Project Services Branch
Facility Planning, Construction and Management

Enclosure: GC 14681.5

cc: Dave Lewis, Director, Facility Planning, Construction and Management
Michelle Weaver, Deputy Director, Facility Planning, Construction and Management
Bryan Bishop, Director, Division of Adult Parole Operations
Heather Bowlds, Deputy Director, Division of Adult Parole Operations

City Clerk Kristine Lawler

Page 2

Sarah Larson, Assistant Secretary, Legislative Affairs

Michael Potter, Associate Director, Capital Planning and Project Services Branch

David Maldonado, Chief, External Affairs, California Department of Corrections and Rehabilitation

City Clerk Kristine Lawler

Page 3

Bcc: Mark Elliott, Chief, Capital Planning and Project Services
Willie Ann Sims, Staff Services Manager II, Lease Property Management Unit
Marco Cruz, Chief Deputy Administrator (A), Division of Adult Parole Operations
Jamiee Lacey, Chief Deputy Administrator, Division of Adult Parole Operations
Asvi Phong, Assistant Regional Administrator, Division of Adult Parole Operations
Russell Volksen, Staff Services Manager II, Division of Adult Parole Operations
Grace Mulondo, Staff Services Manager, Lease Property Management Unit
Kimberly Godwin, Real Estate Officer, Department of General Services



October 1, 2025

California Department of Corrections and Rehabilitation
Facility Planning, Construction and Management
Capital Planning and Project Services Branch
9838 Old Placerville Road, Ste B
Sacramento, CA 95827
Cal_externalaffairs@cdcr.ca.gov

Subject: Objection to Proposed California Department of Corrections and Rehabilitation, Division of Adult Parole, Office Locations at 204 Mason Street and 479 North State Street, Ukiah

Dear Facilities Coordinator,

The City of Ukiah appreciates the essential role the California Department of Corrections and Rehabilitation (CDCR) plays in fostering community safety and supporting the successful reintegration of parolees. However, we are writing to formally express our objection to two of the four proposed locations for a new parole office in Ukiah: 204 Mason Street and 479 North State Street.

204 Mason Street is an industrial/commercial space near the downtown, one of few similar spaces. The City of Ukiah is actively working to attract and encourage commercial and industrial in a city that is nearly entirely built out, so the preservation of existing spaces for this purpose is critical to our economic development goals.

479 North State Street is a prime retail location, situated directly across from a busy restaurant/coffee shop and on our primary corridor through the center of town. Further, its frontage has recently been improved as part of the Downtown Streetscape Project, which added new street trees, furniture, landscaping, and pedestrian safety enhancements, specifically intended to improve the vitality and commercial opportunities in the historic downtown area. Particularly with its onsite parking and large display windows facing State Street, this space should be preserved for retail or similar commercial use. The placement of a parole office in this highly visible and economically strategic location would not align with the City's long-term goals for enhancing commercial activity, attracting private investment, and fostering a vibrant and welcoming urban environment.

We respectfully request that the CDCR remove these two proposed locations and explore the other two sites that would better meet operational needs while aligning with the City's land-use priorities. To facilitate this process, we strongly recommend engaging early with the City of Ukiah's Community Development Department when considering potential sites. Our staff is well-equipped to provide guidance on locations that would ensure suitability and compatibility with surrounding uses, while minimizing potential community concerns.

The City is committed to fostering a collaborative relationship with the CDCR and supporting its mission in a manner that balances community needs and development goals. We are confident that, through early and open communication, we can identify a site that meets your operational requirements and preserves the integrity of Ukiah's commercial centers.

Thank you for your consideration of our concerns. We look forward to working with your team to find a location that benefits both the CDCR Office and the City of Ukiah.

Sincerely,
[Your Name]
[Your Title]
City of Ukiah
[Contact Information]



AGENDA SUMMARY REPORT

SUBJECT: Approval of Proposal Received from Plant Road Farming, Authorize the City Manager to Negotiate and Execute an Agreement with Plant Road Farming, and Approve Corresponding Budget Amendment.

DEPARTMENT: Water Resources

PREPARED BY: Sean White, Water Resources Director

PRESENTER: Sean White, Water Resources Director

ATTACHMENTS:

1. Lease Agreement for 300 Plant Road Ukiah -- City of Ukiah -w- Plant Road Farming Lease FINAL

Summary: Council will consider approving the proposal received from Plant Road Farming, authorize the City Manager to negotiate and execute an agreement with Plant Road Farming, and approve corresponding budget amendment.

Background: The City owns approximately 45 acres of agricultural land adjacent to the Wastewater Treatment Plant, purchased for possible future expansion of the facility. In 2008, the City acquired approximately 14 acres from the Mattern family and an additional 30 acres from Norgard Properties in 2018. Currently, the majority of this property is leased for viticulture. However, there are approximately 17 acres of land directly adjacent to the northern percolation ponds that is fallow.

Discussion: Since acquiring the Norgard properties, the City has received a number of proposals for leasing the fallow property. Those proposals were for long-term viticulture use, requesting in excess of 20 years. For viticulture, this term is necessary as the upfront investment in infrastructure such as trellis and irrigation takes many years to achieve a return on investment. Water Resources has been reluctant to enter into a long-term lease for this fallow area due to its proximity to our northern percolation ponds, as it is the most likely footprint for future expansion.

Staff received a proposal from Plant Road Farming for permitted cannabis cultivation that does not require a long-term lease due to its shorter return on investment (Attachment 1). This proposal will generate significant income for the Water Fund, as well as alleviate Staff maintenance responsibility for this area. Agriculture on this site will utilize recycled water from the City's adjacent distribution system. Staff is recommending approving the proposal received from Plant Road Farming, and authorizing the City Manager to negotiate and execute an agreement with Plant Road Farming.

A budget amendment is required to recognize the anticipated revenue within the fund resulting from this new lease agreement.

Recommended Action: Approve the proposal received from Plant Road Farming, authorize the City Manager to negotiate and execute an agreement with Plant Road Farming subject to the Community Development Department making a determination that project qualifies for a categorical or other exemption from CEQA, and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: \$0

PROPOSED BUDGET AMOUNT: Revenue of \$8333/mo

FINANCING SOURCE: Lease Agreement

REVENUE: Yes **GRANT:** No

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sean White, Water Resources Director

STRATEGIC PLAN (SP): N/A

CLIMATE INITIATIVES (CI): N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved:


Sage Sangiacomo, City Manager

LEASE

**300 PLANT ROAD,
UKIAH, CALIFORNIA**

Between

The City of Ukiah

as City

And

Plant Road Farming, LLC, a California limited liability company

as Tenant

LEASE

This Lease (this “**Lease**”), dated as of the date set forth in Section 1.1, is made by and between **The City of Ukiah, California** (the “**City**”), and **Plant Road Farming, LLC, a California limited liability company** (“**Tenant**”). The following exhibits are incorporated herein and made a part hereof: **Exhibit A** (Outline of Premises), **Exhibit B** (Addendum).

1 BASIC LEASE INFORMATION; DEFINITIONS

1.1 Effective Date:

1.2 Premises:

1.2.1 “**Premises**”: Certain real property located as 300 Plant Road, Ukiah, CA consisting of approximately 17 acres of land, together with the Building and all improvements located thereon, and more particularly described on **Exhibit A** attached hereto.

1.2.2 “**Building**”: The free-standing warehouse structure on the Premises.

1.3 Term

1.3.1 “**Term**”: The Initial Term and any Renewal Lease Term (as defined in Section 16).

1.3.2 “**Initial Term**”: The initial term of this Lease (the “**Initial Term**”) shall begin on the Commencement Date and expire on the Expiration Date (or any earlier date on which this Lease is terminated as provided herein).

1.3.3 “**Commencement Date**”: The Term shall commence on the Effective Date.

1.3.4 “**Expiration Date**”: The last day of the sixtieth (60th) full calendar month following the Rent Commencement Date.

1.4 Rent

1.4.1 “**Base Rent**”: Base Rent shall be \$8,333.33 per month.

1.4.2 “**Rent Commencement Date**”: Payment of Rent shall commence, at Tenant’s sole election, either:

(a) The first day of the calendar month immediately following Tenant’s receipt of all Required Authorizations (as defined herein); or

(b) January 1st of the calendar year immediately following Tenant’s receipt of all Required Authorizations (as defined herein).

Tenant shall not commence operations of the Permitted Use at the Premises prior to the Rent Commencement Date. Notwithstanding the foregoing, at any time prior to the Rent Commencement Date, Tenant shall be permitted to install the Approved Improvements (as defined herein) and perform all other work necessary to prepare the Premises for the Permitted Use.

1.4.3 “Rent Escalations”

Beginning on the first anniversary of the Rent Commencement Date, and on each anniversary thereafter during the Term, the Base Rent shall increase based on the percentage change of the Consumer Price Index for the San Francisco Bay Area, as published by the US Bureau of Labor Statistics.

1.4.4 “Additional Rent”:

All amounts payable by Tenant under this Lease, other than Base Rent, and whether or not expressly designated as Additional Rent in this Lease.

1.5 “Permitted Use”:

Cannabis outdoor cultivation, including without limitation, nursery, cultivation and processing operations, and any related activities that do not violate the Required Authorizations (as such term is defined in Section 4 of the Addendum, attached hereto as **Exhibit B**).

1.6 Address of Tenant:

The Premises.
Attention: Joshua Keats
Email: joshua@henrysonoriginal.com

1.7 Address of City:

City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
Attn: Sage Sangiacomo, City Manager
Email: ssangiacomo@cityofukiah.com

2 PREMISES.

2.1 **Lease of Premises for Lease Term.** Subject to the terms hereof, City hereby leases the Premises to Tenant and Tenant hereby leases the Premises from City for the Initial Term, as it may be terminated early or extended pursuant to the terms hereof.

2.2 **Water Requirement.** City hereby acknowledges that Tenant's ability to operate the Permitted Use at the Premises requires water at a minimum annual rate equal to 4 acre feet per acre of cannabis canopy planted at the Premises (the "**Minimum Water Requirement**"). The City acknowledges and agrees that Tenant's actual water usage may fluctuate, at Tenant's discretion, during each calendar year of the Term.

2.3 **Condition of Premises; Inspection.** From a date commencing on the Commencement Date and continuing until the Rent Commencement Date (the "**Inspection Period**"), Tenant shall have the right entirely at Tenant's expense to enter and inspect the Premises to confirm: (a) the Premises' ability to supply the Minimum Water Requirement; (b) the suitability of the Premises for Tenant's intended use; and (c) compliance of the Premises with Applicable Law, including without limitation, all applicable Environmental Laws as defined in Appendix B, Section 7. During the Inspection Period, the City shall cooperate with Tenant's inspection hereunder and ensure Tenant has access to enter and inspect the Premises. During the Inspection Period, in the event the Tenant determines that the Premises fails to meet any of Tenant's requirements, Tenant shall have the right to terminate the Term pursuant to Section 5.2(i) below. If Tenant does not terminate this Lease on or before the conclusion of the Inspection Period, it shall be deemed to have accepted the Premises in its AS-IS condition without any express or implied representation or warranty by the City as to its condition of suitability for Tenant's intended use, except as otherwise provided in this Lease.

3 RENT.

3.1 **Rent Payable to City.** Commencing on the Rent Commencement Date, Tenant shall pay all Base Rent and Additional Rent (collectively, "**Rent**") as set forth herein, in legal tender of the United States without prior notice or demand or any setoff or deduction,. Monthly payments of Base Rent shall be delivered by Tenant to and received by City, in advance, commencing on the Rent Commencement Date and for each month thereafter on the first day of each calendar month during the Term. To the extent applicable, monthly payments of Gross Lease Expenses (as defined in Section 3.2) shall be paid by Tenant directly to the applicable payee prior to the date such payments come due during the Term. City agrees to provide copies of any charges for Gross Lease Expenses to Tenant on a timely basis to allow Tenant to pay such amounts when due.

3.2 **Payment Obligations of Tenant and City.** In addition to Base Rent Tenant shall pay when due all charges payable by Tenant in connection with Tenant's business operations on the Premises, including, without limitation, possessory interest taxes on Tenant's leasehold interest in the property, other taxes payable by Tenant in connection with its use of the Premises, such as, but not limited to, income taxes, business inventory taxes, business license fees, fees and

payments imposed on cannabis businesses and costs associated with the operation, maintenance, repair, replacement or alteration of improvements located on the Premises or the Building, including, without limitation, any insurance policies required to be maintained or otherwise incurred by Tenant, any personal property insurance Tenant elects to obtain, security, maintenance, and management (“Gross Lease Expenses”). Except as otherwise expressly provided in this Lease, Tenant shall not be liable to pay or reimburse City for expenses imposed on the City in connection with its ownership of the Premises, including, but not limited to taxes, insurance policies maintained by the City and administrative costs, the maintenance, repair, replacement, or alteration of any items for which the City is responsible under Section 6.1. Commencing on the Rent Commencement Date, Tenant shall begin timely payment to City for: (i) Base Rent (which includes water service and usage); and (ii) the cost of any City furnished utilities and actually used by Tenant (e.g., sewer, solid waste collection and electricity).

4 USE; COMPLIANCE WITH LAWS; HAZARDOUS MATERIALS.

4.1 **Permitted Use.** Tenant shall not use the Premises for any purpose other than the Permitted Use.

4.2 **Quiet Enjoyment.** City covenants that, so long as Tenant is not in default of this Lease or in violation of any Applicable Law, Tenant shall have the right to quietly enjoy and possess the Premises without interference from the City. During the Term, Tenant shall have access to the Premises 24 hours per day, 7 days a week.

4.3 **Compliance with Laws.** Subject to the terms of the Addendum, set forth in **Exhibit B**, Tenant, at its expense, shall comply with all Applicable Laws (as defined in Exhibit B) relating to (i) the operation of its business at the Premises, (ii) the use, condition, configuration or occupancy of the Premises.

5 EARLY TERMINATION OPTION.

5.1 By City.

5.1.1 The City may terminate this Lease by providing thirty (30) days’ prior written notice to Tenant, in the event that: (A) any City law, ordinance, regulation, or governmental approval that is required for the City to validly permit Tenant’s use of the Premises for the Permitted Use is invalidated or overturned; (B) the City is ordered by a court of competent jurisdiction to prohibit Tenant’s use of the Premises for the Permitted Use; or (C) the City resolves litigation relating to its outdoor cannabis program by agreeing to prohibit the Permitted Use at the Premises.

5.1.2 At any time following the 10-year anniversary of the Rent Commencement Date, the City may, in its sole discretion, terminate this Lease by providing Tenant with no less than 12 months prior written notice, if the City desires to use the Premises and/or the Building for municipal purposes. The City may elect to: (i) terminate this Lease in its entirety; or (ii) terminate only Tenant’s lease of the Building. In the event the City terminates only the lease of the Building hereunder and the Tenant does not otherwise terminate the Lease pursuant to Section 5.2(vii) below, then the Parties shall without change in the amount of rent amend this Lease to remove the

Building from the Premises and the Lease shall continue in full force and effect with respect to the remainder of the Premises.

5.2 **By Tenant.** At any time upon 30 days written notice to the City, Tenant may terminate this Lease: (i) during the Inspection Period, for any reason; (ii) in the event the City revokes, suspends, or terminates any of the Required Authorizations; (iii) in the event the Department of Cannabis Control (the “DCC”) revokes, suspends, or terminates any of the Required Authorizations; (iv) in the event the City or the DCC adopts or modifies any law, ordinance, regulation, or tax measure or adopts any other regulatory, economic, environmental, or other condition that adversely affects the economic viability or feasibility of Tenant’s operations at the Premises, or prohibits Tenant’s ability to operate the Permitted Use at the Premises.

5.3 **Effect of Termination.** Any termination notice delivered by a Party hereunder shall specify the date Tenant will vacate the Premises (the “**Early Termination Date**”) which shall be no less than three (3) months after the date of delivery of the termination notice, provided that, if Tenant determines, in its reasonable discretion, it is unable to vacate the Premises by the Early Termination Date due to weather conditions, the Early Termination Date shall be extended for a reasonable period necessary to allow Tenant to vacate the Premises. After the Early Termination Date, City and Tenant shall be released from all further liability to the other party, with the exception of any obligation that accrued prior to the Early Termination Date or that otherwise survives the expiration or termination of this Agreement.

6 REPAIRS AND ALTERATIONS.

6.1 **Repairs.** Throughout the Term, Tenant shall keep the Building and the Property in good condition and repair. The City Water and Sewer utilities shall maintain and repair the City’s water system and water delivery system used to provide water to the Premises, including without limitation, piping and other infrastructure used to deliver water at the Premises to which Tenant can connect for use in its farming and other business operations on the premises (“**City Facilities**”). To the extent the Building is equipped with any electrical, mechanical, plumbing, heating, or air-conditioning systems, the City shall keep such systems in good condition and repair. Throughout the Term, Tenant, at Tenant’s expense, shall repair, replace, and maintain in good condition all portions of the Premises, including entries, doors, ceilings, glass partitions, and interior walls. Any repairs or maintenance shall be completed with materials of similar quality to the original materials. In the event of any damage, failure, or interruption affecting City Facilities, City shall use commercially reasonable efforts to repair them within 24 hours of written notice from Tenant. If City fails to restore such water access within 24 hours, Tenant shall be entitled to an abatement of Rent for each day that water access remains impaired calculated by dividing monthly rent by 30 and multiplying the result by the number of such days.

6.2 **Alterations.** Tenant shall not make any change, alteration, addition, or improvement to the Premises (collectively “**Alterations**”) without City’s prior written consent which consent shall not be unreasonably withheld, conditioned, or delayed, provided, however, that Tenant shall be permitted, and the City hereby approves: (a) Tenant’s installation of wildlife exclusionary fences along the perimeter of the Premises; and (b) Tenant’s construction and use of

unengineered cold frame hoop houses (the “**Approved Improvements**”). As provided in Sections 3.2 and 6.1 Tenant is responsible for repair and maintenance of such fences and hoop houses.

7 RESERVED.

8 LIENS. Tenant shall keep the Premises free from any lien arising out of any work performed, material furnished or obligation incurred by or on behalf of Tenant. Tenant shall remove any such lien within ten (10) business days after notice from City, and if Tenant fails to do so, City, without limiting its remedies, may pay the amount necessary to cause such removal, whether or not such lien is valid. The amount so paid, together with reasonable attorneys’ fees and expenses, shall be reimbursed by Tenant as Rent.

9 INDEMNIFICATION; INSURANCE.

9.1 Indemnification.

Tenant shall indemnify, defend and hold harmless City and City’s officers, directors, employees, and agents (the “**City Parties**”) from and against any and all claims, suits, demands, costs, attorneys' fees, expenses, and liabilities (“**Losses**”) arising from: (a) Tenant's use of the Premises; (b) the conduct of Tenant's business; (c) any activity, work, or things done, permitted, or suffered by Tenant in, on, or about the Premises; (d) any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Lease; or (e) any negligence of Tenant, or any of Tenant's agents, contractors, invitees, or employees. In case any action or proceeding shall be brought against City by reason of any such claim, Tenant, upon notice from City, shall defend the same at Tenant's expense by counsel satisfactory to City. Notwithstanding the foregoing, Tenant shall have no obligation to indemnify or hold harmless City or any City Party from or against any Losses arising from: (w) the sole and active negligence or intentional misconduct of City and/or any City Party. Except for the negligence or intentional misconduct of Tenant and/or any Tenant Parties, City shall indemnify and hold harmless Tenant and Tenant's officers, agents, and employees, , (collectively, “**Tenant Parties**”) from and against any and all Losses arising from: (a) City's use of the Premises, the Building, or the Property; (b) the conduct of City's business or from any activity, work, or things done, permitted, or suffered by City in, on, or within any area about the Premises over which the City exercises control the Premises, the Building, or the Property; (c) any breach or default in the performance of any obligation on City's part to be performed under the terms of this Lease; or (d) any negligence of City, any City Parties, or any of City's contractors. In case any action or proceeding shall be brought against Tenant by reason of any such claim, City, upon notice from Tenant, shall defend the same at City's expense by counsel satisfactory to Tenant.

9.2 Tenant’s Insurance. . Tenant shall maintain insurance consistent with the City’s minimum requirements, a current copy of which is attached hereto as Exhibit C (the “**Minimum Insurance Requirements**”). The Parties acknowledge that such Minimum Insurance Requirements may change from time to time, in which case the City shall provide written notice

to Tenant of such changes. To the extent Tenant is required to obtain additional insurance to comply with such changes, Tenant shall timely obtain such additional coverage.

9.3 **Form of Policies**. Policy forms must be approved by City. The minimum limits of insurance required to be carried by Tenant shall not limit Tenant's liability. Tenant's commercial general liability insurance shall (a) name the City as additional insured, and (b) be primary insurance as to all claims thereunder and provide that any insurance carried by City is excess and non-contributing with Tenant's insurance.

9.4 **Subrogation**. Notwithstanding any provision in this Lease to the contrary (but subject to the provisions set forth in Section 11 below) each party waives, and shall cause its insurance carrier to waive, any right of recovery against the other party, any of its (direct or indirect) owners, or any of their respective beneficiaries, trustees, officers, directors, employees or agents for any loss of or damage to property which loss or damage is (or, if the insurance required hereunder had been carried, would have been) covered by the waiving party's property insurance. For purposes of this Section 9.4 only, (a) any deductible with respect to a party's insurance shall be deemed covered by, and recoverable by such party under, valid and collectable policies of insurance, and (b) any contractor retained by City to install, maintain or monitor a fire or security alarm for the Building shall be deemed an agent of City.

10 CASUALTY DAMAGE. If the Premises shall be partially or totally damaged or destroyed by fire or other casualty, the Rent payable hereunder shall be abated to the extent that the Premises shall have been rendered untenantable and for the period from the date of such damage or destruction to the date it is rendered tenantable. With reasonable promptness after discovering any damage to the Premises (other than trade fixtures) necessary for access to or tenantability of the Premises, resulting from any fire or other casualty (a "**Casualty**"), City shall notify Tenant of City's reasonable estimate of the time required to substantially complete repair of such damage (the "**City Repairs**"). If, according to such estimate, the City Repairs cannot be substantially completed within two hundred seventy (270) days after they are commenced, Tenant may terminate this Lease upon sixty (60) days' notice to the other party delivered within ten (10) days after City's delivery of such estimate. If this Lease is not terminated pursuant to this Section 10, City shall promptly and diligently perform the City Repairs, subject to reasonable delays for insurance adjustment and other events of Force Majeure. The City Repairs shall restore the Premises (other than trade fixtures) and any portion of the Base Building necessary for access to or leaseability of the Premises to substantially the same condition that existed when the Casualty occurred, except for any modifications required by Applicable Law or any Security Holder.

11 NONWAIVER. No provision hereof shall be deemed waived by either party unless it is waived by such party expressly and in writing, and no waiver of any breach of any provision hereof shall be deemed a waiver of any subsequent breach of such provision or any other provision hereof.

12 CONDEMNATION. If any part of the Premises, Building, or Property is taken for any public or quasi-public use by power of eminent domain or by private purchase in lieu thereof (a "**Taking**") such that Tenant is materially prevented from conducting the Permitted Use at the Property for a period of at least one hundred eighty (180) days, Tenant may terminate this Lease. Any such termination shall be effective as of the date possession must be surrendered to the authority, and the terminating party shall provide termination notice to the other party within forty-

five (45) days after receiving written notice of such surrender date. Except as provided above in this Section 12, neither party may terminate this Lease as a result of a Taking. If this Lease is terminated pursuant to this Section 12, all Rent shall be apportioned as of the date of such termination.

13 ASSIGNMENT AND SUBLETTING.

13.1 Tenant shall not assign or sublease any part of the Premises to any persons, without City's written consent, at the City's sole and absolute discretion.

14 SURRENDER. Upon the expiration or earlier termination hereof, and subject to Section 10 and this Section 14, Tenant shall surrender possession of the Premises to City.

15 RENEWAL OPTION.

15.1 **Tenant's Renewal Option.** Tenant shall have the right to renew the Term of this Lease ("**Renewal Option**") for up to three (3) additional terms of five (5) years (each, a "**Renewal Lease Term**") commencing on the day following the expiration of the Initial Lease Term, provided that each of the following occurs: (a) City receives initial notice of the exercise of the Renewal Option ("**Renewal Notice**") any time during the Initial Lease Term, or Renewal Lease Term, as applicable;; and (c) the Lease has not been assigned by Tenant prior to the date Tenant delivers its Renewal.

15.2 **Rent Payable During the Renewal Lease Term.** The Base Rent rate payable during the Renewal Lease Term shall equal one hundred percent (100%) of the annual Base Rent payable immediately prior to the commencement of the Renewal Lease Term, subject to annual escalation in accordance with section 1.4.3.

16 SUBORDINATION. This Lease shall be subject and subordinate to all existing and future ground or underlying leases, mortgages, trust deeds and other encumbrances against the Building or Property, all renewals, extensions, modifications, consolidations and replacements thereof (each, a "**Security Agreement**"), and all advances made upon the security of such mortgages or trust deeds, unless in each case the holder of such Security Agreement (each, a "**Security Holder**") requires in writing that this Lease be superior thereto. Upon any termination or foreclosure (or any delivery of a deed in lieu of foreclosure) of any Security Agreement, Tenant, upon request, shall attorn, without deduction or set-off, to the Security Holder or purchaser or any successor thereto and shall recognize such party as the lessor hereunder provided that such party agrees not to disturb Tenant's occupancy so long as Tenant timely pays the Rent and otherwise performs its obligations hereunder.

17 ENTRY BY LANDLORD. In an emergency, City may enter the Premises to (i) inspect the Premises; or (ii) perform maintenance, repairs, improvements, or alterations.

18 DEFAULTS; REMEDIES.

18.1 Events of Default. The occurrence of any of the following shall constitute a “Default”:

18.1.1 Any failure by Tenant to pay any Rent when due and such nonpayment continues after forty five (45) days written notice from City that the same is past due, provided that past due rent incurs interest at one percent (1%) per month or any fraction thereof (e.g., rent due September 1 incurs 1% interest if paid on September 15). Rent remains delinquent until past due rent plus incurred interest is paid in full.

18.1.2 Any failure by Tenant to comply with or perform any other terms, covenants, conditions under this Lease, and such failure continues after thirty (30) days written notice from City specifying the items in default, provided however, that if in the City’s reasonable judgment such failure cannot be cured within said 30-day period, such longer period (but in no event longer than 60 days) as may reasonably be necessary to cure such failure provided Tenant is diligently proceeding in good faith to cure the default; or

18.1.3 Abandonment or vacation of all or a substantial portion of the Premises by Tenant.

18.2 Remedies Upon Default. Upon any Default, City may, at its option, exercise any or all of the remedies listed below. No such remedy herein or otherwise conferred upon or reserved to City shall be considered exclusive of any other remedy, but the same shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity, and every power and remedy given by the Lease to City may be exercised from time to time and as often as the occasion may rise or may be deemed expedient.

18.2.1 City may: (i) terminate this Lease without further notice, and Tenant shall then surrender the Premises to City; or (ii) enter and take possession of the Premises, in accordance with any applicable laws governing such repossession, and remove Tenant, with or without having terminated this Lease. The provisions of this Section 18.2.1 shall operate as a notice to quit, any other notice to quit or of City's intention to re-enter the Premises being expressly waived. If necessary, City may proceed to recover possession of the Premises under applicable laws, or by such other legal proceedings, including re-entry and possession. City's exercise of any of its remedies or its receipt of Tenant's keys shall not be considered an acceptance or surrender of the Premises by Tenant. A surrender must be agreed to in writing and signed by both parties.

19 MISCELLANEOUS.

19.1 Notices. No notice, demand, statement, designation, request, consent, approval, election or other communication given hereunder (“**Notice**”) shall be binding upon either party unless (a) it is in writing; (b) it is (i) sent by certified or registered mail, postage prepaid, return receipt requested, (ii) delivered by a nationally recognized courier service, (iii) delivered personally; or (iv) included in or as an attachment to an email the receipt of which has been acknowledged and (c) it is sent or delivered to the address set forth in Section 1.7 or 1.8, as applicable, or to such other place (other than a P.O. box) as the recipient may from time to time designate in a Notice to the other party. Any Notice shall be deemed received on the earlier of the

date of actual delivery or the date on which delivery is refused, or, if Tenant is the recipient and has vacated its notice address without providing a new notice address, three (3) days after the date the Notice is deposited in the U.S. mail or with a courier service as described above. No provision of this Lease requiring a particular Notice to be in writing shall limit the generality of clause (a) of the first sentence of this Section 19.1.

19.2 **Force Majeure**. If either party is prevented from performing any obligation hereunder by any strike, act of God, fire, war, terrorist act, shortage of labor or materials, epidemics, pandemics, or other national or regional emergencies, governmental action (including, without limitation, governmentally required evacuations or shutdowns), civil commotion or other cause beyond such party's reasonable control ("**Force Majeure**"), such obligation shall be excused during (and any time period for the performance of such obligation shall be extended by) the period of such prevention.

19.3 **Attorneys' Fees**. In any action or proceeding between the parties, including any appellate or alternative dispute resolution proceeding, the prevailing party may recover from the other party all of its costs and expenses in connection therewith, including reasonable attorneys' fees and costs actually incurred.

19.4 **Brokers**. There are no brokers involved in this Lease.

19.5 **Successors**. The provisions of this Lease shall be binding upon and inure to the benefit of City and Tenant, respectively, and their respective approved successors, assigns, heirs, executors, and administrators. Tenant agrees to become the tenant of City's successor in interest under the same terms and conditions of its tenancy hereunder.

19.6 **Governing Law; WAIVER OF TRIAL BY JURY**. This Lease shall be construed and enforced in accordance with the laws of the State of California. THE PARTIES WAIVE, TO THE FULLEST EXTENT PERMITTED BY LAW, THE RIGHT TO TRIAL BY JURY IN ANY LITIGATION ARISING OUT OF OR RELATING TO THIS LEASE, THE RELATIONSHIP OF LANDLORD AND TENANT, TENANT'S USE OR OCCUPANCY OF THE PREMISES, AND/OR ANY CLAIM FOR INJURY OR DAMAGE OR ANY EMERGENCY OR STATUTORY REMEDY.

19.7 **Interpretation**. As used herein, the capitalized term "Section" refers to a section hereof unless otherwise specifically provided herein. As used in this Lease, the terms "herein," "hereof," "hereto" and "hereunder" refer to this Lease and the term "include" and its derivatives are not limiting. Any reference herein to "any part" or "any portion" of the Premises, the Land or any other property shall be construed to refer to all or any part of such property. As used herein in connection with insurance, the term "deductible" includes self-insured retention. Wherever this Lease prohibits either party from engaging in any particular conduct, this Lease shall be deemed also to require such party to cause each of its employees and agents (and, in the case of Tenant, each of its licensees, invitees and subtenants, and any other party claiming by, through or under Tenant) to refrain from engaging in such conduct. Wherever this Lease requires City to provide a customary service or to act in a reasonable manner (whether in incurring an expense, establishing a rule or regulation, providing an approval or consent, or performing any other act), this Lease shall be deemed also to provide that whether such service is customary or such conduct is

reasonable shall be determined by reference to the practices of owners of buildings that (i) are comparable to the Facility in size, age, class, quality and location, and (ii) at City's option, have been, or are being prepared to be, certified under the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) rating system or a similar rating system. Tenant waives the benefit of any rule that a written agreement shall be construed against the drafting party.

19.8 **Entire Agreement.** This Lease sets forth the entire agreement between the parties relating to the subject matter hereof and supersedes any previous agreements (none of which shall be used to interpret this Lease). Tenant acknowledges that in entering into this Lease it has not relied upon any representation, warranty or statement, whether oral or written, not expressly set forth herein. This Lease can be modified only by a written agreement signed by both parties.

[SIGNATURES ARE ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, City and Tenant have caused this Lease to be executed the day and date first above written.

CITY:

City of Ukiah, California

By: _____

Name: _____

Title: _____

TENANT:

Plant Road Farming, LLC

By: _____

Name: _____

Title: _____

EXHIBIT A

LEGAL DESCRIPTION OF PREMISES

EXHIBIT B

ADDENDUM TO LEASE

THIS ADDENDUM TO LEASE (“**Addendum**”) is made a part of, that certain Lease to which it is attached (the “**Primary Lease**”), entered into by and between **the City of Ukiah, California** (the “**City**”), and **Plant Road Farming, LLC**, a California limited liability company (“**Tenant**”) (each a “**Party**” and collectively the “**Parties**”), and dated as of _____, 2025 (the “**Effective Date**”). The Primary Lease, as modified, supplemented and superseded by this Addendum is hereinafter referred to as the “**Lease**”. If there is any conflict between the Primary Lease and this Addendum, this Addendum shall control. Unless otherwise defined in this Addendum, capitalized terms shall have the meanings assigned to them in the Primary Lease.

1. APPLICABLE LAW. Paragraph 4.2 of the Lease is supplemented as follows: Notwithstanding the foregoing, the term “**Applicable Law**” means any valid, enforceable law or regulation, including, without limitation, building codes, applicable laws, covenants, regulations, or ordinances, in any case whether existing now or at any time hereafter during the term of the Lease, that is applicable to the Premises or to Tenant’s use or occupancy of the Premises for the Permitted Use, but expressly excludes any federal law, including but not limited to 21 U.S.C. § 811, et seq. and all regulations promulgated thereunder (the “**Controlled Substances Act**” or “**CSA**”), that is inconsistent with or conflicts with Tenant’s use of the Premises for the Permitted Use in accordance with state and local law.

2. FEDERAL LAW ACKNOWLEDGEMENT. Notwithstanding anything in the Lease to the contrary, City and Tenant expressly acknowledge that, as of the date of this Lease, the Permitted Use may constitute a violation of the CSA and is not sanctioned by any federal regulation. Tenant shall not be in breach of any provision of the Lease on that basis.

3. CHANGE IN APPLICABLE LAW. If any change to Applicable Law has a materially adverse effect on the ability of Tenant to carry out its operations at the Premises or City’s risks in leasing the leased premises to Tenant, Tenant and City shall have the right, but not the obligation, to terminate the Lease, by delivering written notice of termination to the other party. Such termination shall be effective on the date that Tenant vacates the Premises, which shall be within the deadline set by applicable law enforcement, or, if none, then within ten (10) days of such notice.

4. REQUIRED AUTHORIZATIONS; COOPERATION. It is acknowledged that the Permitted Use is a highly regulated activity, and Tenant will be required to obtain various state and local authorizations to operate the Permitted Use at the Premises (collectively, the “**Required Authorizations**”), including without limitation: (a) state commercial cannabis license(s) from the California Department of Cannabis Control (the “**State Licenses**”); (b) local commercial cannabis license(s) from the City (the “**Local Licenses**”); and (c) conditional use permits (CUP), land use permits (LUP), CEQA exemptions and other environmental and water approvals. The City hereby agrees to use best efforts to timely process Tenant’s application for the Local Licenses and any

other land use approvals required by the City Code and upon granting such approvals or issuing such licenses to promptly and accurately complete and sign any documents required by the California Department of Cannabis Control or other relevant regulatory body certifying that such approvals have been obtained.

5. WASTE. City expressly acknowledges that Tenant's Permitted Use may create waste. Tenant agrees that any such waste shall be subject to appropriate disposal or destruction in accordance with MAUCRSA and in accordance with Applicable Law.

As used herein, "**Environmental Laws**" means any and all federal, state, or local laws, ordinances, rules, decrees, orders, regulations, or court decisions relating to hazardous substances, hazardous materials, hazardous waste, toxic substances, environmental conditions on, under, or about the Premises, the Building, or the Property, or soil and ground water conditions, including, but not limited to, the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA), the Resource Conservation and Recovery Act (RCRA), the Hazardous Materials Transportation Act, any other law or legal requirement concerning hazardous or toxic substances

6. LAW ENFORCEMENT NOTICE. In the event that Tenant receives notice from any federal, state or local law enforcement organization or any local or State level organization holding jurisdiction over permitting, licensing and enforcement of cannabis operations, declaring Tenant's Permitted Use of the Premises unlawful, including, without limitation: (a) any law enforcement action comprising a civil or in rem forfeiture demand, action or threat; (b) official changes in federal enforcement policy; (c) the investigation into and/or filing of local, state, or federal criminal charges relating to the Permitted Use; (d) the denial of a renewal of any local permit or license which relates to, is required for, or is incidental to Tenant's use of the Premises for the Permitted Use; and/or (e) the denial of any State license or permit which relates to, is required for, or is incidental to Tenant's use of the Premises for the Permitted Use (each a "**Law Enforcement Intervention**"), and Tenant determines, in good faith, that such Law Enforcement Intervention will have an irreparable material adverse effect on Tenant's operations at the Premises, or City determines that such Law Enforcement Intervention will create risks unacceptable to the City, Tenant or City, as applicable, shall have the right, but not the obligation, to terminate the Lease, by delivering written notice of termination to the other party. Such termination shall be effective on the date that Tenant vacates the Premises, which shall be within the deadline set by applicable law enforcement, or, if none, then within ten (10) days of such notice.

IN WITNESS WHEREOF, each of the parties hereto has executed this Addendum (Exhibit B to Lease) as of the date written above.

CITY:

City of Ukiah, California

By: _____

Name: _____

Title: _____

TENANT:

Plant Road Farming, LLC

By: _____

Name: _____

Title: _____

EXHIBIT C

MINIMUM INSURANCE REQUIREMENTS

Tenant shall maintain insurance against claims for injuries to persons or damages to property, which may arise from or in connection with their performance under this Agreement.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office ("ISO) Commercial General Liability Coverage Form No. CG 00 01 11 85.
2. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.

B. Minimum Limits of Insurance

Tenant shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.
2. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.

C. 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 to the City, its officers, officials, employees and volunteers; or the Tenant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability Coverage
 - a. The City, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Tenant, products and completed operations of the Tenant, premises owned, occupied or used by the Tenant, or automobiles owned, hired or borrowed by the Tenant. The coverage

shall contain no special limitations on the scope-of-protection afforded to the City, its officers, officials, employees or volunteers.

- b. The Tenant's insurance coverage shall be primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of Tenant's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
- d. Tenant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from Tenant's performance of the work, pursuant to this Agreement.

3. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Acceptability of Insurers

Insurance is to be placed with admitted California insurers with an A.M. Best's rating of no less than A-VII for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

F. Verification of Coverage

Tenant shall furnish the City with certificates of Insurance and with original Endorsements affecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the City. Where by statute, the City's Workers' Compensation - related forms cannot be used, equivalent forms approved by the Insurance Commissioner are to be substituted. All Certificates and Endorsements are to be received and approved by the City before Tenant begins the work of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time. If Tenant fails to provide the coverages required herein, the City shall have the right, but not the obligation, to purchase any or all of them. In that event, the cost of insurance becomes part of the compensation due the contractor after notice to Tenant that City has paid the premium.



AGENDA SUMMARY REPORT

SUBJECT: Adoption of a Resolution Approving Successor Memoranda of Understanding Between the City of Ukiah and Employee Bargaining Units — International Brotherhood of Electrical Workers, Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit — Effective September 19, 2025, through September 18, 2028, and Corresponding Salary Schedules; and Authorize the City Manager to Execute the Agreements and Amend the Budget Accordingly.

DEPARTMENT: Human Resources /
Risk Management

PREPARED BY: Sheri Mannion, H.R. Director/Risk Manager

PRESENTER: Sheri Mannion, HR/Risk Management Director

ATTACHMENTS:

1. IBEW MOU 9.19.25-9.18.28
2. IBEW Salary Schedule Effective 9.28.25-9.27.26
3. UPOA MOU 9.19.25-9.18.28
4. UPOA Salary Schedule Effective 9.28.25-9.27.26
5. Management MOU 9.19.25-9.18.28
6. Management Salary Schedule Effective 9.28.25-9.27.26
7. Department Head MOU 9.19.25-9.18.28
8. Department Head Salary Schedule Effective 9.28.25-9.27.26
9. Resolution Approving Successor MOUs 2025-2026
10. Budget Coding

Summary: Council will consider adopting a Resolution approving the successor Memoranda of Understanding (MOU) between the City of Ukiah and Employee Bargaining Units — International Brotherhood of Electrical Workers, Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit — effective September 19, 2025, through September 18, 2028, and corresponding salary schedules; and authorize the City Manager to execute the agreements on behalf of the City.

Background: The Myers-Milias-Brown Act (MMBA) establishes the rights and obligations of California local agencies in matters of labor relations. Under the MMBA, the City Manager, serving as the City's chief negotiator, receives authority from the City Council on matters within the scope of representation and proceeds to meet and confer with recognized employee organizations.

The most recent Memoranda of Understanding (MOUs) between the City and its bargaining units expired on September 18, 2025. Pursuant to the Council's direction, the City's labor relations representatives — primarily the City Manager and the Human Resources/Risk Management Director — engaged in meet-and-confer sessions with all bargaining units. As of the drafting of this report, four units have reached tentative agreements that have been ratified by their memberships.

Discussion: City representatives have met and conferred in good faith with all recognized bargaining units in accordance with the Meyers-Milias-Brown Act. Tentative successor Memoranda of Understanding (MOUs) have been reached with the International Brotherhood of Electrical Workers, Local 1245 (IBEW), the Ukiah Police Officers Association (UPOA), the Management Unit, and the Department Head Unit. Each unit has ratified the proposed agreements, and Staff now seeks City Council approval. The successor MOUs are

included for reference as Attachments 1, 3, 5, and 7.

The tentative agreements provide for a three-year term covering September 19, 2025, through September 18, 2028. Key provisions common across the units include the addition of Juneteenth as a recognized paid holiday and the addition of new top salary steps in each year of the agreement, with amounts tied to both internal equity adjustments and an economic benchmark based on secured property tax, sales tax, and transient occupancy tax revenues. These phased adjustments are intended to support recruitment and retention while maintaining fiscal responsibility.

Unit-Specific Provisions include the following:

International Brotherhood of Electrical Workers (IBEW), Local 1245

- Addition of bilingual incentive pay for Spanish and American Sign Language (3%–5%), aligning with incentives available in other bargaining units.
- Update/clean-up of overtime provisions to reflect current City pay practices.
- Increase to climbing boot allowance (\$550 maximum annually).
- Increase to meal allowance to align with the local General Services Administration (GSA) lunch per diem rate (\$23).
- Addition of inclement weather practice to ensure employee safety and continuity of service.

Ukiah Police Officer Association (UPOA)

- Revision of holiday premium pay for CalPERS compliance.
- Added vacation cash out provision for all unit members.
- Expanded specialty pays to include Special Teams Enforcement assignment.
- Added education incentive provisions for Dispatchers, Communication Supervisor, and Communications and Records Manager.
- Removal of POST Intermediate and Advanced Certificate premiums, incorporating those incentives into new job classifications: Police Officer II, Police Officer III, and Police Sergeant II.
- Corresponding updates to all specialty and incentive pay provisions to reflect the new classification structure and ensure proper payroll/CalPERS reporting.

Management Unit

- Revision of classification list eligible for Certified Public Accountant (CPA) incentive pay.
- Revision of boot allowance provision to permit use of funds for boot maintenance expenses (e.g., resoling, weatherproofing, insoles).

Department Head Unit

- Incorporated the Police Chief into the bargaining unit.
- Update uniform allowance provision to include Police Chief.
- Incorporated authorized City vehicle use for Police Chief and Fire Chief, as already established.
- Clarified severance and separation agreement practices.

Salary tables reflecting the Year 1 step additions are included for Council review and adoption as Attachments 2, 4, 6, and 8. Salary tables for Years 2 and 3 will be prepared and presented once the required revenue benchmarks are certified by the Finance Director, as outlined in the agreements.

Overall, the tentative agreements reflect a collaborative approach to balancing organizational needs, market competitiveness, and fiscal sustainability. Staff recommends Council adopt a Resolution (Attachment 9) approving the successor MOUs and corresponding salary schedules, and authorize the City Manager to execute on behalf of the City.

Financial Analysis and Budget Amendment

The financial impact of the proposed successor Memoranda of Understandings, excluding fire, admin and maintenance, and water and mechanical groups, has been analyzed across all City funds with personnel

appropriations. The total additional cost for Year 1 is \$383,829, which represents the required budget amendment to the adopted Fiscal Year 2025–26 City budget. This cost is distributed among multiple funds, including the General Fund, enterprise funds, and various internal service and special revenue funds, with the General Fund (not including the Fire Authority in fund 105) bearing the largest share at approximately \$108,449.

Based on current staffing levels and filled positions, the additional costs related to these agreements are projected to grow modestly in Years 2 and 3 to \$401,172 and \$419,336, respectively. These amounts have been incorporated into the City's long-term financial forecast to ensure fiscal sustainability. Funding will be provided from current revenues within each affected fund, with no reliance on one-time resources. Specific fund allocation of these costs are detailed as follows:

Description	Additional Cost to Prior		
	Year-1	Year-2	Year-3
	383,829.00	401,172.14	419,336.23
GENERAL FUND	98,601.08	103,265.58	108,156.66
GF-(SUBFUND) FIRE AUTHORITY	9,847.60	10,164.71	10,493.30
STREETS CAPITAL IMPROVEMENTS	4,270.28	4,475.25	4,690.26
CITY ADMINISTRATIVE SERVICES	71,358.18	74,430.81	77,644.69
GARAGE FUND	2,960.08	3,099.54	3,245.77
PROCUREMENT, CAPITAL & SP PROJ	8,520.53	8,912.40	9,323.02
BILLING AND COLLECTION FUND	1,024.45	1,050.06	1,076.31
PUBLIC SAFETY DISPATCH FUND	-	-	-
BUILDING & GROUNDS MAINTENANCE	3,439.10	3,590.56	3,749.09
IT FUND	18,165.00	19,047.64	19,973.77
SANITARY DISPOSAL SITE FUND	3,017.58	3,125.77	3,238.30
AMBULANCE SERVICES FUND	-	-	-
GOLF FUND	170.83	175.10	179.47
CONFERENCE CENTER FUND	2,280.15	2,385.62	2,496.14
AIRPORT FUND	8,729.00	9,165.45	9,623.72
ELECTRIC FUND	103,038.43	107,843.60	112,880.37
WATER FUND	24,436.63	25,433.61	26,474.82
RECYCLED WATER FUND	5,787.85	6,008.96	6,239.41
CITY SEWER OPERATIONS FUN	18,182.28	18,997.49	19,851.12
Total	383,829.00	401,172.14	419,336.23

These costs are for the maximum amount offered under the MOUs. The amounts will be less if the benchmarks in either years 2 or 3 are not met and the steps are reduced to the lower percentage values.

Attachment 10 provides the detailed allocation of costs by specific account code and serves as the reference for the City's Budget and Accounting Division to amend the appropriate accounts in the budget.

Staff recommends Council adopt a Resolution approving the successor Memoranda of Understanding (MOU) between the City of Ukiah and Employee Bargaining Units — International Brotherhood of Electrical Workers, Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit — effective September 19, 2025, through September 18, 2028, and corresponding salary schedules; and authorize the City Manager to execute the agreements on behalf of the City.

Recommended Action: Adopt a Resolution approving the successor Memoranda of Understanding between the City of Ukiah and Employee Bargaining Units — International Brotherhood of Electrical Workers, Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit — effective September 19, 2025, through September 18, 2028, and corresponding Salary Schedules; and authorize the City Manager to execute the agreements on behalf of the City and amend the budget accordingly.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: \$27,763,872

PROPOSED BUDGET AMOUNT: \$28,147,701

FINANCING SOURCE: Current revenues, all funds with personnel appropriations

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

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Dan Buffalo, Finance Director

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):N/A

GENERAL PLAN ELEMENTS (GP): N/A

Approved:


Sage Sangiacomo, City Manager

MEMORANDUM OF UNDERSTANDING

Between
The City of Ukiah
And
International Brotherhood of Electrical Workers, Local 1245

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Ukiah (“City”) and the International Brotherhood of Electrical Workers, Local 1245 (“Unit”) (collectively referred to as “Parties”). Having met and conferred in accordance with Government Code section 3500, *et. seq.*, the City and the Unit agrees to amend, add to, and clarify the Parties’ current MOU as follows:

1. **Replace: Article II. HOURS OF WORK/OVERTIME, Section 2.2.**

2.2 Overtime

Non-exempt employees assigned to a 5/8, 4/10, or 9/80 work schedule shall be compensated at the rate of one and one-half (1.5) times the employee’s regular hourly rate of pay for all hours worked in excess of forty (40) hours in the employee’s designated workweek. Overtime shall be calculated and charged in increments of one-half (½) hour, with any period of work from one (1) minute up to thirty (30) minutes counted as one-half (½) hour of overtime.

- a. Except as otherwise provided herein, overtime will mean rate of pay equivalent to one and one-half (1.5) times the regular straight time rate of pay.
- b. Employees will be paid overtime compensation at a rate of pay equivalent to two (2) times the regular straight time rate of pay for all time worked in excess of twelve (12) consecutive hours.
- c. Employees will be paid overtime compensation at a rate of pay equivalent to two (2) times the regular straight time rate of pay for time worked on scheduled non-workdays and holidays.
- d. Employees will be paid overtime compensation at a rate of pay equivalent to two (2) times the regular straight time rate of pay for call-backs and call-outs.
- e. For purpose of determining contractual overtime eligibility, paid leave hours shall be counted as hours worked.

2. **Add: Article II. HOURS OF WORK/OVERTIME, Section 2.8.**

2.8 Inclement Weather Practice

The City will not require work on electric lines or outdoor substations (other than operating functions) during inclement weather conditions that warrant cessation of such work, except in cases of emergencies. Emergencies are defined as situations requiring work to prevent risk to life or property or to maintain or restore continuity of regular service to the public.

When employees are unable to perform specific duties due to inclement weather, the City will assign alternative duties. Such assignments may include, but are not limited to, training, other tasks that can reasonably be performed during inclement weather, or duties outside the employee's customary job classification for which they are qualified, including assisting other departments as needed during the weather event. If the City is unable to provide alternate duties, employees may elect to take the day or remaining hours off using the appropriate personal leave accruals.

City Supervisors will be responsible for determining whether weather conditions warrant cessation of specific work activities. In making such determinations, Supervisors shall consider the following factors: employee health and safety; undue hazards; operating requirements; service to the public; job site working conditions; anticipated time required to leave unfinished work in a safe condition; and anticipated duration of the inclement weather.

3. **Replace: Article III. SALARY PLAN, Section 3.1.**

3.1 Salary Plan

Year-1 Salary Step Addition

Effective the first full pay period following September 19, 2025, the City shall adopt the attached revised salary schedule and add a new top step to the unit's salary schedule. This additional step shall be set at five percent (5%) above the current highest salary step.

All unit members who, as of the effective date, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

Year-2 Salary Step Addition

Effective the first full pay period following September 19, 2026, the City shall add a new top step to the unit's salary schedule, excluding the Apprentice Lineman classification, as part of the Year 1 revision and consolidation of step increments. This additional step shall be set at five percent (5%) above the current highest salary step, unless the local economic benchmark—defined as the combined total revenue collected in Fiscal Year 2025-26 for secured property tax, sales tax (Bradley-Burns and Measures P and Y), and transient occupancy tax—falls below the combined total for the most recently audited Fiscal Year 2024-25. In such case, the Year-2 Salary Step Addition shall instead be two and one-half percent (2.5%).

All unit members who, as of the effective date for the Year-2 Salary Step Addition, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

The Finance Director shall, in writing, provide the Fiscal Year 2025-26 revenue receipts and perform the comparison to the prior year's audited revenues.

Year-3 Salary Step Addition

Effective the first full pay period following September 19, 2027, the City shall add a new top step to the unit's salary schedule, excluding the Apprentice Lineman classification, as part of the Year 1 revision and consolidation of step increments. This additional step shall be set at five percent (5%) above the current highest salary step, unless the local economic benchmark—defined as the combined total revenue collected in Fiscal Year 2026-27 for secured property tax, sales tax (Bradley-Burns and Measures P and Y), and transient occupancy tax—falls below the combined total for the most recently audited Fiscal Year 2025-26. In such case, the Year-3 Salary Step Addition shall instead be two and one-half percent (2.5%).

All unit members who, as of the effective date for the Year-3 Salary Step Addition, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

The Finance Director shall, in writing, provide the Fiscal Year 2026-27 revenue receipts and perform the comparison to the prior year's audited revenues.

4. Add: Article III. SALARY PLAN, Section 3.14.

3.14 Bilingual Incentive Pay

The City shall pay compensation to employees who are routinely and consistently assigned to positions requiring communication skills in Spanish and American Sign Language (ASL) as follows:

Employees who are designated by the City as fluent in Spanish (includes ability to read and write) or ASL (includes ability to interpret complex conversations) shall receive an additional incentive premium of five percent (5%) of the sum of the employee's base salary as compensation for the additional responsibilities. Employees who are not fluent, but have been designated by the City as possessing the skill to converse in Spanish or ASL well enough to communicate during a basic call for service shall receive an additional three percent (3%) of the sum of the employee's base salary as compensation for the additional responsibilities. The five percent (5%) pay and three percent (3%) pay shall not be combined and five percent (5%) is the maximum premium allowed for any combination of the recognized communication skills.

The City may use a variety of techniques to test an employee's proficiency in either language, and may require an employee to re-test on occasion.

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

5. **Replace: Article VIII. MEALS, Section 8.1.**

The City will provide meals for employees as described below. All meals earned will be paid/reimbursed at \$23.00 per meal, unless provided by the City. Meals earned and not taken will result in a missed meal payment of thirty minutes pay at the appropriate overtime rate plus \$23.00.

If an employee is required to work two (2) or more hours before regular starting time, the City will provide such an employee with a meal.

If an employee is called in on an emergency call out more than two (2) hours before regular starting time, the City will further provide such employee with lunch.

If the City requires an employee to perform work for one and one-half (1.5) hours beyond regular quitting time, the City will provide such employee with a meal and shall continue to provide meals at four (4) hour intervals until the employee is dismissed from work.

If an employee is called in on an emergency call-out the City will provide such employee with a meal at four (4) hour intervals until the employee is dismissed from work.

When an employee is pre-arranged to work on a non-workday or outside of normal work hours, the City will provide meals at intervals as described for workdays. The cost of such meals and the time taken to consume them shall be at the City's expense and shall be taken at a restaurant acceptable to the City and the employees within the City limits unless no restaurant is open at the time provided for the meals to be taken.

6. **Replace: Article XI. HOLIDAYS**

Employees are provided with the following paid holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Year's Day
3rd Monday, January	Martin Luther King, Jr. Birthday
3rd Monday, February	President's Day (Washington's Birthday)
Last Monday, May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
1st Monday, September	Labor Day
2nd Monday, October	Indigenous Peoples' Day/Columbus Day
November 11	Veterans Day
4th Thursday, November	Thanksgiving Day
4th Friday, November	Day following Thanksgiving
December 24	Christmas Eve
December 25	Christmas Day
December 31	New Year's Eve

In addition to the above, each employee shall receive eight (8) hours of leave with pay as a floating holiday. The floating holiday shall be credited to the employee's vacation accrual balance in July of each year.

When a holiday falls on a Saturday the holiday will be observed on the Friday before the holiday. When a holiday falls on a Sunday the holiday will be observed on the Monday following the holiday.

7. **Replace: Article XII. VACATION SCHEDULE, Section 12.3.**

12.3 Vacation Cash Out

Employees may cash out one (1) week (40 hours) vacation, not to exceed two (2) times per fiscal year. To be eligible, the employee must have a remaining vacation balance of at least one hundred twenty (120) hours after the cash out. Approval of cash-out requests is subject to the City's payroll processing timelines and applicable administrative procedures.

8. **Replace: Article XVI. SAFETY, Section 16.1.B.2.**

2) Boots

Employees required to wear climbing boots for City-related work may be provided with one pair of climbing boots per fiscal year, subject to demonstrated need and prior approval by the employee's supervisor and/or the Electric Utility Director (or designee).

The total cost of the climbing boots shall not exceed five hundred fifty dollars (\$550) per fiscal year, which may include maintenance and repair costs (e.g., shoelaces, toe guards, insoles). . At the City's discretion, the City may provide climbing boots through any method that allows an employee to choose climbing boots that do not cost more than five hundred and fifty dollars (\$550) and meet applicable safety requirements.

Examples of methods the City could elect to use to provide climbing boots, depending on the circumstances, include, but are not limited to:

- a. The City could authorize an employee to purchase climbing boots and submit the original receipt for reimbursement. The Reimbursement method requires the supervisor's advance authorization.
- b. An employee could select appropriate climbing boots, and the City would order and pay for the selected boots.

Employees who do not require climbing boots, but work in the field and need work boots, the City will pay up to \$300 boot allowance per fiscal year, to be reimbursed as needed upon submission of receipt.

All boots provided under this provision are intended for City-related work and not to be used for non-work activities.

9. **Replace: Article XXV. TERM**

The term of this agreement is September 19, 2025, through September 18, 2028.

10. **ADMINISTRATIVE CLEAN-UP OF MOU PROVISIONS**

The parties recognize that certain provisions of this MOU have become outdated, redundant, or inconsistent with current laws, regulations, or City policies. The parties agree to meet and confer in good faith to make non-substantive updates, corrections, or eliminations of such provisions during the term of this MOU. These administrative clean-up revisions may be documented by mutual written agreement of the parties and do not require separate City Council approval, provided they do not materially change employee wages, benefits, or other substantive terms and conditions of employment.

11. **CONTINUATION**

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this MOU, shall continue in effect and shall not be affected by the terms of this MOU.

The value or availability of the benefits provided in the MOU as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to Unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this MOU are limited to the direct cost of providing the salary and benefits as described in the MOU. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this 6th day of October 2025.

CITY OF UKIAH

IBEW, LOCAL 1245

Sage Sangiacomo, City Manager

Robert Dean, Business Manager,
IBEW Local 1245

Mark Wilson, Business Representative,
IBEW Local 1245

Electric Unit - International Brotherhood of Electrical Workers Local 1245

Salary Schedule

Effective September 28, 2025 - September 27, 2026

Revised Salary Schedule and Additional Step Added

Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (5%)	Step 6 (5%)	Step 7 (5%)	Step 8 (5%)	Step 9 (5%)
5182	Electrical Engineering Technician I	Annual	\$ 75,103.44	\$ 78,858.60	\$ 82,801.56	\$ 86,941.68	\$ 91,288.80	\$ 95,853.24	\$ 100,645.92	\$ 105,678.24	\$ 110,962.20	\$ 116,510.28
		Monthly	\$ 6,258.62	\$ 6,571.55	\$ 6,900.13	\$ 7,245.14	\$ 7,607.40	\$ 7,987.77	\$ 8,387.16	\$ 8,806.52	\$ 9,246.85	\$ 9,709.19
		Hourly	\$ 36.11	\$ 37.91	\$ 39.81	\$ 41.80	\$ 43.89	\$ 46.08	\$ 48.39	\$ 50.81	\$ 53.35	\$ 56.01
5282	Apprentice Lineperson	Annual			\$ 108,360.00	\$ 113,778.00	\$ 119,466.96	\$ 125,440.32	\$ 131,712.36	\$ 138,297.96	\$ 145,212.84	\$ 152,473.44
		Monthly			\$ 9,030.00	\$ 9,481.50	\$ 9,955.58	\$ 10,453.36	\$ 10,976.03	\$ 11,524.83	\$ 12,101.07	\$ 12,706.12
		Hourly			\$ 52.10	\$ 54.70	\$ 57.44	\$ 60.31	\$ 63.32	\$ 66.49	\$ 69.81	\$ 73.30
5085	Electrical Engineering Technician II	Annual	\$ 90,275.52	\$ 94,789.32	\$ 99,528.84	\$ 104,505.24	\$ 109,730.52	\$ 115,217.04	\$ 120,977.88	\$ 127,026.72	\$ 133,378.08	\$ 140,046.96
		Monthly	\$ 7,522.96	\$ 7,899.11	\$ 8,294.07	\$ 8,708.77	\$ 9,144.21	\$ 9,601.42	\$ 10,081.49	\$ 10,585.56	\$ 11,114.84	\$ 11,670.58
		Hourly	\$ 43.40	\$ 45.57	\$ 47.85	\$ 50.24	\$ 52.76	\$ 55.39	\$ 58.16	\$ 61.07	\$ 64.12	\$ 67.33
5187	Lead Electrical Engineering Technician	Annual	\$ 104,617.20	\$ 109,848.12	\$ 115,340.52	\$ 121,107.60	\$ 127,163.04	\$ 133,521.24	\$ 140,197.32	\$ 147,207.24	\$ 154,567.56	\$ 162,295.92
		Monthly	\$ 8,718.10	\$ 9,154.01	\$ 9,611.71	\$ 10,092.30	\$ 10,596.92	\$ 11,126.77	\$ 11,683.11	\$ 12,267.27	\$ 12,880.63	\$ 13,524.66
		Hourly	\$ 50.30	\$ 52.81	\$ 55.45	\$ 58.22	\$ 61.14	\$ 64.19	\$ 67.40	\$ 70.77	\$ 74.31	\$ 78.03
5183	Electrical Utility Technician I	Annual									\$ 154,567.56	\$ 162,295.92
5083	Lineperson	Monthly									\$ 12,880.63	\$ 13,524.66
		Hourly									\$ 74.31	\$ 78.03
5086	Electric Crew Foreman	Annual									\$ 170,024.40	\$ 178,525.68
5186	Electrical Utility Technician II	Monthly									\$ 14,168.70	\$ 14,877.14
		Hourly									\$ 81.74	\$ 85.83

MEMORANDUM OF UNDERSTANDING

Between
The City of Ukiah
And
Ukiah Police Officers Association

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Ukiah (“City”) and the Ukiah Police Officers Association (“Unit”) (collectively referred to as “Parties”). Having met and conferred in accordance with Government Code section 3500, *et. seq.*, the City and the Unit agrees to amend, add to, and clarify the Parties’ current MOU as follows:

1. **Replace: Article 2. TERM**

The term of this agreement shall be three (3) years, effective September 19, 2025, through September 18, 2028.

2. **Replace: Article 3. SALARY**

Year-1 Salary Step Addition

Effective the first full pay period following September 19, 2025, the City shall add a new top step to the unit’s salary schedule. This additional step will generally be set at five percent (5%) above the current highest salary step. However, in recognition of recent equity and recruitment-related adjustments, the following classifications will instead receive an increase of two and one-half percent (2.5%) above the current highest step:

- Police Lieutenant
- Police Captain

For all other classifications, the new top step shall be set at five percent (5%) above the current highest salary step.

All unit members who, as of the effective date, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

Year-2 Salary Step Addition

Effective the first full pay period following September 19, 2026, the City shall add a new top step set at two and one-half percent (2.5%) for the following unit classifications:

- Police Sergeant
- Police Lieutenant
- Police Captain

Effective the first full pay period following September 19, 2026, the City shall add a new top step to the unit's salary schedule for all other unit classifications. This additional step shall be set at five percent (5%) above the current highest salary step, unless the local economic benchmark—defined as the combined total revenue collected in Fiscal Year 2025-26 for secured property tax, sales tax (Bradley-Burns and Measures P and Y), and transient occupancy tax—falls below the combined total for the most recently audited Fiscal Year 2024-25. In such case, the Year-2 Salary Step Addition shall instead be two and one-half percent (2.5%).

All unit members who, as of the effective date for the Year-2 Salary Step Addition, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

The Finance Director shall, in writing, provide the Fiscal Year 2025-26 revenue receipts and perform the comparison to the prior year's audited revenues.

Year-3 Salary Step Addition

Effective the first full pay period following September 19, 2027, the City shall add a new top step set at two and one-half percent (2.5%) for the following unit classifications:

- Police Sergeant
- Police Lieutenant
- Police Captain

Effective the first full pay period following September 19, 2027, the City shall add a new top step to the unit's salary schedule for all other unit classifications. This additional step shall be set at five percent (5%) above the current highest salary step, unless the local economic benchmark—defined as the combined total revenue collected in Fiscal Year 2026-27 for secured property tax, sales tax (Bradley-Burns and Measures P and Y), and transient occupancy tax—falls below the combined total for the most recently audited Fiscal Year 2025-26. In such case, the Year-3 Salary Step Addition shall instead be two and one-half percent (2.5%).

All unit members who, as of the effective date for the Year-3 Salary Step Addition, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

The Finance Director shall, in writing, provide the Fiscal Year 2026-27 revenue receipts and perform the comparison to the prior year's audited revenues.

3. Replace: Article 11. PAID LEAVE, section C

C. Holidays

Employees are provided with the following paid holidays:

<u>DATE</u>	<u>HOLIDAY</u>
January 1	New Year's Day
3rd Monday, January	Martin Luther King, Jr. Birthday
3rd Monday, February	President's Day (Washington's Birthday)
Last Monday, May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
1st Monday, September	Labor Day
2nd Monday, October	Indigenous Peoples' Day/Columbus Day
November 11	Veterans Day
4th Thursday, November	Thanksgiving Day
4th Friday, November	Day following Thanksgiving
December 24	Christmas Eve
December 25	Christmas Day
December 31	New Year's Eve

Holiday Premium Pay: Holiday Premium Pay will be provided only to Unit members who are regularly scheduled to work on City-recognized holidays.

Holiday Premium Pay applies when a Unit member regularly works during the "actual" holiday date as it falls on the calendar, even if the City observes the holiday on an alternate date. For example, if Christmas Day falls on a Sunday but the City observes the holiday on the following Monday, only those employees who work on Sunday (the actual holiday) will receive Holiday Premium Pay.

Holiday Premium Pay will be paid at the rate of two and one-half (2½) times the employee's regular hourly rate of pay for all hours worked during the 24-hour period of the recognized holiday (midnight to midnight). Unit members who do not work on the holiday will continue to receive eight (8) hours of holiday pay at straight time.

4. **Replace: Article 11. PAID LEAVE, section D**

D. Vacation Cash Out

All unit members may cash out one (1) week (40 hours) vacation, not to exceed two (2) times per fiscal year. To be eligible, the employee must have a remaining vacation balance of at least one hundred twenty (120) hours after the cash out. Approval of cash-out requests is subject to the City's payroll processing timelines and applicable administrative procedures.

5. **Replace: Article 13. SPECIAL PAYS, section A**

A. Training Specialty Pay

The City shall pay five percent (5%) of the sum of base salary to employees formally, routinely, and consistently assigned as Field Training Officer, Dispatch Trainer, or Training Sergeant.

Subject to the PERL and CalPERS' regulations and guidance, this is reportable to CalPERS as special compensation.

6. **Replace: Article 13. SPECIAL PAYS, section B**

B. Bilingual Incentive Pay

The City shall pay compensation to employees who are routinely and consistently assigned to positions requiring communication skills in Spanish and American Sign Language (ASL) as follows: Employees who are designated by the City as fluent in Spanish (includes ability to read and write) or ASL (includes ability to interpret complex conversations) shall receive an additional incentive premium of five percent (5%) of the sum of the employee's base monthly salary as compensation for the additional responsibilities. Employees who are not fluent, but have been designated by the City as possessing the skill to converse in Spanish or ASL well enough to communicate during a basic call for service shall receive an additional incentive premium of three percent (3%) of base monthly salary as compensation for the additional responsibilities. The five percent (5%) pay, and three percent (3%) pay shall not be combined and five percent (5%) is the maximum premium allowed for any combination of the recognized communication skills.

The City may use a variety of techniques to test an employee's proficiency in either language, and may require an employee to re-test on occasion.

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

7. **Replace: Article 13. SPECIAL PAYS, section C**

D. Educational Incentive Pay

The City shall pay employees for completing educational courses, certificates, and degrees that enhance their ability to do their job as follows:

a. Sergeants: An educational incentive premium of two percent (2%) of base salary shall be paid to Sergeants who attain a Bachelor's degree or higher awarded by a community college, college, or university accredited by a national or regional accrediting body recognized by the United States Department of Education.

b. Lieutenants and Captains: An educational incentive premium shall be paid to Lieutenants and Captains as follows:

- i. Two- and one-half percent (2.5%) of base salary for an Associate's degree awarded by a community college, college, or university accredited by a national or regional accrediting body recognized by the United States Department of Education.
- ii. Five percent (5%) of base salary for a Bachelor's degree or higher awarded by a community college, college, or university accredited by a national or

regional accrediting body recognized by the United States Department of Education.

- iii. The two educational incentives pertaining to Lieutenants and Captains are exclusive of each other and a Lieutenant or Captain may only receive one of the two education incentives. Thus, the maximum education incentive for Lieutenants and Captains is five percent (5%).

c. Public Safety Dispatchers: An educational incentive premium shall be paid to Public Safety Dispatchers as follows:

- i. A POST incentive premium of two and a half percent (2.5%) of base salary shall be paid to employees who obtain and maintain a POST Advance Certificate.
- ii. An educational incentive premium of two and a half percent (2.5%) shall be paid to employees who obtain and maintain an Emergency Medical Dispatcher Certificate and an Emergency Fire Dispatcher Certificate from the International Academics of Emergency Dispatch along with any other requirements imposed for a medical/fire dispatch center by the local emergency medical services agency (LEMSA) and/or the Ukiah Valley Fire Authority.

d. Communications Supervisor: An educational incentive premium shall be paid to the Communications Supervisor as follows:

- i. A POST incentive premium of two and a half percent (2.5%) of base salary shall be paid to employees who obtain and maintain a POST Supervisory Certificate.
- ii. An educational incentive premium of two and a half percent (2.5%) shall be paid to employees who obtain and maintain an Emergency Medical Dispatcher Certificate and an Emergency Fire Dispatcher Certificate from the International Academics of Emergency Dispatch along with any other requirements imposed for a medical/fire dispatch center by the local emergency medical services agency (LEMSA) and/or the Ukiah Valley Fire Authority.

e. Communications and Records Manager: An educational incentive premium shall be paid to the Communications and Records Manager as follows:

- i. A POST incentive premium of two and a half percent (2.5%) of base salary shall be paid to employees who obtain and maintain a POST Supervisory Certificate and POST Records Supervisor Certificate.
- ii. An educational incentive premium of two and a half percent (2.5%) shall be paid to employees who obtain and maintain an Emergency Medical Dispatcher Certificate and an Emergency Fire Dispatcher

Certificate from the International Academics of Emergency Dispatch along with any other requirements imposed for a medical/fire dispatch center by the local emergency medical services agency (LEMSA) and/or the Ukiah Valley Fire Authority.

- f. Subject to the PERL and CalPERS' regulations and guidance, this is reportable to CalPERS as special compensation.

8. Replace: Article 13. SPECIAL PAYS, section D

D. Detective Pay

The City shall pay five percent (5%) of the sum of base salary to employees formally, routinely, and consistently assigned as a Detective.

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

9. Replace: Article 13. SPECIAL PAYS, section G

G. Traffic Officer Pay

The City shall pay five percent (5%) of the sum of base salary to employees formally, routinely, and consistently assigned as a Traffic Officer.

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

10. Replace: Article 13. SPECIAL PAYS, section H

H. POST Incentive Pay

The City shall pay Lieutenants and Captains for obtaining and maintaining Peace Officer Standard Training ("POST") certification as follows:

- a. Two- and one-half percent (2.5%) of base salary for obtaining and maintaining a POST Supervisory Certificate.
- b. Five Percent (5%) of base salary for obtaining and maintaining a POST Management Certificate.
- c. POST Incentive premiums are exclusive of each other and cannot be combined. Thus, the maximum POST incentive for Lieutenants and Captains is five percent (5%).

Subject to the PERL and CalPERS' regulations and guidance, this is reportable to CalPERS as special compensation.

11. Add: Article 13. SPECIAL PAYS, section I**I. School Resource Officer**

The City shall pay five percent (5%) of the sum of base salary to employees formally, routinely, and consistently assigned as a School Resource Officer.

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

12. Add: Article 13. SPECIAL PAYS, section J**J. Task Force**

The City shall pay five percent (5%) of the sum of base salary to employees formally, routinely, and consistently assigned to the Mendocino Major Crimes Task Force (MMCTF).

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

13. Add: Article 13. SPECIAL PAYS, section K**K. Special Enforcement Team**

The City shall pay five percent (5%) of the sum of base salary to employees formally, routinely, and consistently assigned to a Special Enforcement Team (SET).

Subject to the PERL and CalPERS regulations and guidance, this is reportable to CalPERS as special compensation.

14. ADMINISTRATIVE CLEAN-UP OF MOU PROVISIONS

The parties recognize that certain provisions of this MOU have become outdated, redundant, or inconsistent with current laws, regulations, or City policies. The parties agree to meet and confer in good faith to make non-substantive updates, corrections, or eliminations of such provisions during the term of this MOU. These administrative clean-up revisions may be documented by mutual written agreement of the parties and do not require separate City Council approval, provided they do not materially change employee wages, benefits, or other substantive terms and conditions of employment.

15. CONTINUATION

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this MOU, shall continue in effect and shall not be affected by the terms of this MOU.

The value or availability of the benefits provided in the MOU as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to Unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this MOU are limited to the direct cost of providing the salary and benefits as described in the MOU. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this 6th day of October 2025.

CITY OF UKIAH

UKIAH POLICE OFFICERS ASSOCIATION

Sage Sangiacomo, City Manager

Adam Elledge, Sergeant

Ukiah Police Officers Association

Salary Schedule

Effective September 28, 2025 - September 27, 2026

Additional Step Added

Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (5%)	Step 6 (2.5%)	Step 7 (2.5%)	Step 8 (5%)
3056	Community Services Officer	Annual		\$ 53,697.94	\$ 56,382.84	\$ 59,202.00	\$ 62,162.16	\$ 65,270.28	\$ 66,902.04	\$ 68,574.60	\$ 72,003.36
		Monthly		\$ 4,474.83	\$ 4,698.57	\$ 4,933.50	\$ 5,180.18	\$ 5,439.19	\$ 5,575.17	\$ 5,714.55	\$ 6,000.28
		Hourly		\$ 25.82	\$ 27.11	\$ 28.46	\$ 29.89	\$ 31.38	\$ 32.16	\$ 32.97	\$ 34.62
3054	Crimes Analyst/Evidence Technician	Annual		\$ 63,714.76	\$ 66,900.48	\$ 70,245.48	\$ 73,757.76	\$ 77,445.60	\$ 79,381.80	\$ 81,366.36	\$ 85,434.72
		Monthly		\$ 5,309.56	\$ 5,575.04	\$ 5,853.79	\$ 6,146.48	\$ 6,453.80	\$ 6,615.15	\$ 6,780.53	\$ 7,119.56
		Hourly		\$ 30.63	\$ 32.16	\$ 33.77	\$ 35.46	\$ 37.23	\$ 38.16	\$ 39.12	\$ 41.07
3058	Public Safety Dispatcher	Annual		\$ 63,714.76	\$ 66,900.48	\$ 70,245.48	\$ 73,757.76	\$ 77,445.60	\$ 79,381.80	\$ 81,366.36	\$ 85,434.72
		Monthly		\$ 5,309.56	\$ 5,575.04	\$ 5,853.79	\$ 6,146.48	\$ 6,453.80	\$ 6,615.15	\$ 6,780.53	\$ 7,119.56
		Hourly		\$ 30.63	\$ 32.16	\$ 33.77	\$ 35.46	\$ 37.23	\$ 38.16	\$ 39.12	\$ 41.07
3060	Communications Supervisor	Annual		\$ 73,272.00	\$ 76,935.60	\$ 80,782.44	\$ 84,821.52	\$ 89,062.56	\$ 91,289.16	\$ 93,571.44	\$ 98,250.00
		Monthly		\$ 6,106.00	\$ 6,411.30	\$ 6,731.87	\$ 7,068.46	\$ 7,421.88	\$ 7,607.43	\$ 7,797.62	\$ 8,187.50
		Hourly		\$ 35.23	\$ 36.99	\$ 38.84	\$ 40.78	\$ 42.82	\$ 43.89	\$ 44.99	\$ 47.24
3373	Communications/Records Manager	Annual		\$ 95,033.50	\$ 99,785.16	\$ 104,774.40	\$ 110,013.12	\$ 115,513.80	\$ 118,401.60	\$ 121,361.64	\$ 127,429.68
		Monthly		\$ 7,919.46	\$ 8,315.43	\$ 8,731.20	\$ 9,167.76	\$ 9,626.15	\$ 9,866.80	\$ 10,113.47	\$ 10,619.14
		Hourly		\$ 45.69	\$ 47.97	\$ 50.37	\$ 52.89	\$ 55.54	\$ 56.92	\$ 58.35	\$ 61.26
3073	Police Officer I	Annual	\$ 76,869.42	\$ 80,712.84	\$ 84,748.44	\$ 88,985.88	\$ 93,435.12	\$ 98,106.84	\$ 100,559.52	\$ 103,073.52	\$ 108,227.16
		Monthly	\$ 6,405.79	\$ 6,726.07	\$ 7,062.37	\$ 7,415.49	\$ 7,786.26	\$ 8,175.57	\$ 8,379.96	\$ 8,589.46	\$ 9,018.93
		Hourly	\$ 36.96	\$ 38.80	\$ 40.74	\$ 42.78	\$ 44.92	\$ 47.17	\$ 48.35	\$ 49.55	\$ 52.03
3173	Police Officer II	Annual	\$ 84,748.56	\$ 88,986.00	\$ 93,435.36	\$ 98,107.08	\$ 103,012.44	\$ 105,587.76	\$ 108,227.40	\$ 113,638.80	
		Monthly	\$ 7,062.38	\$ 7,415.50	\$ 7,786.28	\$ 8,175.59	\$ 8,584.37	\$ 8,798.98	\$ 9,018.95	\$ 9,469.90	
		Hourly	\$ 40.74	\$ 42.78	\$ 44.92	\$ 47.17	\$ 49.53	\$ 50.76	\$ 52.03	\$ 54.63	
3273	Police Officer III	Annual	\$ 88,986.00	\$ 93,435.36	\$ 98,107.08	\$ 103,012.44	\$ 108,163.08	\$ 110,867.16	\$ 113,638.80	\$ 119,320.80	
		Monthly	\$ 7,415.50	\$ 7,786.28	\$ 8,175.59	\$ 8,584.37	\$ 9,013.59	\$ 9,238.93	\$ 9,469.90	\$ 9,943.40	
		Hourly	\$ 42.78	\$ 44.92	\$ 47.17	\$ 49.53	\$ 52.00	\$ 53.30	\$ 54.63	\$ 57.37	
3077	Police Sergeant I	Annual	\$ 103,414.56	\$ 108,585.24	\$ 114,014.52	\$ 119,715.24	\$ 125,700.96	\$ 128,843.52	\$ 132,064.56	\$ 138,667.80	
		Monthly	\$ 8,617.88	\$ 9,048.77	\$ 9,501.21	\$ 9,976.27	\$ 10,475.08	\$ 10,736.96	\$ 11,005.38	\$ 11,555.65	
		Hourly	\$ 49.72	\$ 52.20	\$ 54.81	\$ 57.56	\$ 60.43	\$ 61.94	\$ 63.49	\$ 66.67	
3177	Police Sergeant II	Annual	\$ 108,585.24	\$ 114,014.52	\$ 119,715.24	\$ 125,700.96	\$ 131,985.96	\$ 135,285.60	\$ 138,667.80	\$ 145,601.16	
		Monthly	\$ 9,048.77	\$ 9,501.21	\$ 9,976.27	\$ 10,475.08	\$ 10,998.83	\$ 11,273.80	\$ 11,555.65	\$ 12,133.43	
		Hourly	\$ 52.20	\$ 54.81	\$ 57.56	\$ 60.43	\$ 63.45	\$ 65.04	\$ 66.67	\$ 70.00	

Ukiah Police Officers Association
Salary Schedule

Effective September 28, 2025 - September 27, 2026
Additional Step Added

Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (5%)	Step 6 (2.5%)	Step 7 (2.5%)	Step 8 (2.5%)
3078	Police Lieutenant	Annual		\$ 119,513.11	\$ 125,488.80	\$ 131,763.24	\$ 138,351.36	\$ 145,268.88	\$ 148,900.56	\$ 152,623.08	\$ 156,438.60
		Monthly		\$ 9,959.43	\$ 10,457.40	\$ 10,980.27	\$ 11,529.28	\$ 12,105.74	\$ 12,408.38	\$ 12,718.59	\$ 13,036.55
		Hourly		\$ 57.46	\$ 60.33	\$ 63.35	\$ 66.52	\$ 69.84	\$ 71.59	\$ 73.38	\$ 75.21
3079	Police Captain	Annual		\$ 141,516.02	\$ 148,591.80	\$ 156,021.36	\$ 163,822.44	\$ 172,013.52	\$ 176,313.84	\$ 180,721.68	\$ 185,239.68
		Monthly		\$ 11,793.00	\$ 12,382.65	\$ 13,001.78	\$ 13,651.87	\$ 14,334.46	\$ 14,692.82	\$ 15,060.14	\$ 15,436.64
		Hourly		\$ 68.04	\$ 71.44	\$ 75.01	\$ 78.76	\$ 82.70	\$ 84.77	\$ 86.89	\$ 89.06

MEMORANDUM OF UNDERSTANDING

Between
The City of Ukiah
And
Management Unit

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Ukiah (“City”) and the Management Unit (“Unit”) (collectively referred to as “Parties”). Having met and conferred in accordance with Government Code section 3500, *et. seq.*, the City and the Unit agrees to amend, add to, and clarify the Parties’ current MOU as follows:

1. **TERM**

The term of this MOU shall be from September 19, 2025, through September 18, 2028.

2. **SALARY**

Year-1 Salary Step Addition

Effective the first full pay period following September 19, 2025, the City shall add a new top step to the unit’s salary schedule. This additional step will generally be set at five percent (5%) above the current highest salary step. However, in recognition of recent equity and recruitment-related adjustments, the following classifications will instead receive an increase of two and one-half percent (2.5%) above the current highest step:

- Assistant Electric Utility Director
- Electric Superintendent
- Assistant Finance Director
- Senior Power Engineer
- Deputy Director of Public Works
- Deputy Director of Water Resources

For all other classifications, the new top step shall be set at five percent (5%) above the current highest salary step.

All unit members who, as of the effective date, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

Year-2 Salary Step Addition

Effective the first full pay period following September 19, 2026, the City shall add a new top step set at two and one-half percent (2.5%) for the following unit classifications:

- Assistant Electric Utility Director

- Electric Superintendent
- Assistant Finance Director
- Senior Power Engineer
- Deputy Director of Public Works
- Deputy Director of Water Resources

Effective the first full pay period following September 19, 2026, the City shall add a new top step to the unit's salary schedule for all other unit classifications. This additional step shall be set at five percent (5%) above the current highest salary step, unless the local economic benchmark—defined as the combined total revenue collected in Fiscal Year 2025-26 for secured property tax, sales tax (Bradley-Burns and Measures P and Y), and transient occupancy tax—falls below the combined total for the most recently audited Fiscal Year 2024-25. In such case, the Year-2 Salary Step Addition shall instead be two and one-half percent (2.5%).

All unit members who, as of the effective date for the Year-2 Salary Step Addition, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

The Finance Director shall, in writing, provide the Fiscal Year 2025-26 revenue receipts and perform the comparison to the prior year's audited revenues.

Year-3 Salary Step Addition

Effective the first full pay period following September 19, 2027, the City shall add a new top step set at two and one-half percent (2.5%) for the following unit classifications:

- Assistant Electric Utility Director
- Electric Superintendent
- Assistant Finance Director
- Senior Power Engineer
- Deputy Director of Public Works
- Deputy Director of Water Resources

Effective the first full pay period following September 19, 2027, the City shall add a new top step to the unit's salary schedule for all other unit classifications. This additional step shall be set at five percent (5%) above the current highest salary step, unless the local economic benchmark—defined as the combined total revenue collected in Fiscal Year 2026-27 for secured property tax, sales tax (Bradley-Burns and Measures P and Y), and transient occupancy tax—falls below the combined total for the most recently audited Fiscal Year 2025-26. In such case, the Year-3 Salary Step Addition shall instead be two and one-half percent (2.5%).

All unit members who, as of the effective date for the Year-3 Salary Step Addition, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step-advancement policies on their regular anniversary date.

The Finance Director shall, in writing, provide the Fiscal Year 2026-27 revenue receipts and perform the comparison to the prior year's audited revenues.

3. HOLIDAYS

The City shall add Juneteenth (June 19) to the list of observed paid holidays.

4. EDUCATION PAY

Certified Public Accountant Incentive: The City shall recognize the licensure program for Certified Public Accountant (CPA) in California as governed by the California Accountancy Act (Division 3, Chapter 1, Sections 5000-5158 of the California Business and Professions Code, specifically Sections 5092, 5093, and 5027). Permanent employees in the classifications of Controller, Accountant Series, Financial Services Manager, and Management Analyst Series, who possess and maintain an *active* State of California license as a CPA shall be paid an additional seven and a half percent (7.5%) of the sum of the employee's base salary.

The City Manager may approve other classifications within the Management Unit for CPA Incentive pay during the duration of this Agreement, provided that the license is related to the duties of the classification for which the pay will be given.

5. BOOT ALLOWANCE

For appropriate classifications designated by the City, employees shall be eligible for reimbursement of up to three hundred dollars (\$300) per fiscal year for the purchase or repair of work boots, upon submission of receipts. This allowance may also be used for boot-related care items, such as laces, insoles, weatherproofing treatment, or resoling.

In addition to the allowance, the City will continue to provide rain gear and other personal protective equipment necessary for job performance. Boots and equipment purchased under this provision are intended for City-related work and are not to be used for non-work-related activities.

If work boots are destroyed in the performance of City duties, the department supervisor may authorize an additional reimbursement of up to three hundred dollars (\$300) within the same fiscal year.

6. CONTINUATION

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this MOU, shall continue in effect and shall not be affected by the terms of this MOU.

The value or availability of the benefits provided in the MOU as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the

most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to Unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this MOU are limited to the direct cost of providing the salary and benefits as described in the MOU. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this 6th day of October 2025.

CITY OF UKIAH

MANAGEMENT UNIT

Sage Sangiacomo, City Manager

Jason Benson, Senior Civil Engineer

Dave Kirch, Fleet & Facilities Maintenance Mgr.

Kristine Lawler, City Clerk

Management Unit

Attachment 6

Salary Schedule

Effective September 28, 2025 - September 27, 2026

Additional Step Added

Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (2.5%)
2570	Assistant Electric Utility Director	Annual	\$ 180,810.84	\$ 189,851.40	\$ 199,344.00	\$ 209,311.20	\$ 219,776.76	\$ 225,271.20
		Monthly	\$ 15,067.57	\$ 15,820.95	\$ 16,612.00	\$ 17,442.60	\$ 18,314.73	\$ 18,772.60
		Hourly	\$ 86.93	\$ 91.27	\$ 95.84	\$ 100.63	\$ 105.66	\$ 108.30
2594	Electric Superintendent	Annual	\$ 168,657.64	\$ 177,090.48	\$ 185,945.04	\$ 195,242.28	\$ 205,004.40	\$ 210,129.48
		Monthly	\$ 14,054.80	\$ 14,757.54	\$ 15,495.42	\$ 16,270.19	\$ 17,083.70	\$ 17,510.79
		Hourly	\$ 81.09	\$ 85.14	\$ 89.40	\$ 93.87	\$ 98.56	\$ 101.02
2582	Assistant Finance Director	Annual	\$ 137,421.87	\$ 144,292.92	\$ 151,507.56	\$ 159,082.92	\$ 167,037.12	\$ 171,213.00
2573	Deputy Director of Public Works	Monthly	\$ 11,451.82	\$ 12,024.41	\$ 12,625.63	\$ 13,256.91	\$ 13,919.76	\$ 14,267.75
2576	Deputy Director of Water Resources	Hourly	\$ 66.07	\$ 69.37	\$ 72.84	\$ 76.48	\$ 80.31	\$ 82.31
2571	Senior Power Engineer							
Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (5%)
2671	Airport Manager	Annual	\$ 115,560.78	\$ 121,338.84	\$ 127,405.80	\$ 133,776.12	\$ 140,464.92	\$ 147,488.16
2574	Chief Building Official	Monthly	\$ 9,630.07	\$ 10,111.57	\$ 10,617.15	\$ 11,148.01	\$ 11,705.41	\$ 12,290.68
2575	Chief Planning Manager	Hourly	\$ 55.56	\$ 58.34	\$ 61.25	\$ 64.32	\$ 67.53	\$ 70.91
2637	City Clerk							
2674	Fleet & Facilities Maintenance Manager							
2595	Information Technology Manager							
2589	Senior Civil Engineer							
2593	Community Services Supervisor	Annual	\$ 102,642.06	\$ 107,774.16	\$ 113,162.88	\$ 118,821.00	\$ 124,762.08	\$ 131,000.16
2592	Controller	Monthly	\$ 8,553.50	\$ 8,981.18	\$ 9,430.24	\$ 9,901.75	\$ 10,396.84	\$ 10,916.68
2601	Financial Services Manager	Hourly	\$ 49.35	\$ 51.81	\$ 54.41	\$ 57.13	\$ 59.98	\$ 62.98
2622	Housing & Grants Manager							
2580	Power Engineer							
2572	Senior Electric Rate & Resource Analyst							
2591	Senior Management Analyst							
2620	Associate Engineer	Annual	\$ 95,033.50	\$ 99,785.16	\$ 104,774.40	\$ 110,013.12	\$ 115,513.80	\$ 121,289.52
2689	Billing & Customer Services Manager	Monthly	\$ 7,919.46	\$ 8,315.43	\$ 8,731.20	\$ 9,167.76	\$ 9,626.15	\$ 10,107.46
2626	Chief Resilience Officer	Hourly	\$ 45.69	\$ 47.97	\$ 50.37	\$ 52.89	\$ 55.54	\$ 58.31
2625	Parks & Streets Operations Superintendent							
2731	Payroll Administrator							
2621	Planning Manager							
2623	Planning Manager - Cartographer							

Management Unit

Salary Schedule

Effective September 28, 2025 - September 27, 2026

Additional Step Added

Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (5%)
2624	Project & Grants Administrator	Annual	\$ 95,033.50	\$ 99,785.16	\$ 104,774.40	\$ 110,013.12	\$ 115,513.80	\$ 121,289.52
2725	Purchasing Manager	Monthly	\$ 7,919.46	\$ 8,315.43	\$ 8,731.20	\$ 9,167.76	\$ 9,626.15	\$ 10,107.46
2588	Senior Information Technology Specialist	Hourly	\$ 45.69	\$ 47.97	\$ 50.37	\$ 52.89	\$ 55.54	\$ 58.31
2596	Wastewater Treatment Plant Supervisor							
2600	Water & Sewer Distribution Supervisor							
2598	Water Treatment Plant Supervisor							
2680	Building Maintenance Supervisor	Annual	\$ 83,130.42	\$ 87,286.92	\$ 91,651.32	\$ 96,233.88	\$ 101,045.52	\$ 106,097.76
2602	Electric Rate & Resource Analyst II	Monthly	\$ 6,927.53	\$ 7,273.91	\$ 7,637.61	\$ 8,019.49	\$ 8,420.46	\$ 8,841.48
2659	Management Analyst II	Hourly	\$ 39.97	\$ 41.96	\$ 44.06	\$ 46.27	\$ 48.58	\$ 51.01
2684	Museum Director							
2681	Recreation Supervisor							
2687	Senior Accountant							
2716	Senior Building Inspector							
2717	Urban Forest Manager							
2709	Assistant Billing & Collections Manager	Annual	\$ 72,865.50	\$ 76,508.76	\$ 80,334.24	\$ 84,351.00	\$ 88,568.52	\$ 92,997.00
2710	Associate Accountant	Monthly	\$ 6,072.13	\$ 6,375.73	\$ 6,694.52	\$ 7,029.25	\$ 7,380.71	\$ 7,749.75
2735	Associate Planner	Hourly	\$ 35.03	\$ 36.78	\$ 38.62	\$ 40.55	\$ 42.58	\$ 44.71
2708	Associate Planner - GIS Analyst							
2711	Electric Rate & Resource Analyst I							
2715	Management Analyst I							

MEMORANDUM OF UNDERSTANDING

Between
The City of Ukiah
And
Department Head Unit

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Ukiah (“City”) and the Department Head Unit (“Unit”) (collectively referred to as “Parties”). Having met and conferred in accordance with Government Code section 3500, *et. seq.*, the City and the Unit agrees to amend, add to, and clarify the Parties’ current MOU as follows:

1. TERM

The term of this MOU shall be from September 19, 2025, through September 18, 2028.

2. SALARY**Year 1 Salary Step Addition**

Effective the first full pay period following September 19, 2025, the City shall add a new top step to the unit’s salary schedule. This additional step shall be set at two and one-half percent (2.5%) above the current highest salary step.

All unit members who, as of the effective date, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step advancement policies on their regular anniversary date.

Year 2 Salary Step Addition

Effective the first full pay period following September 19, 2026, the City shall add a new top step to the unit’s salary schedule. This additional step shall be set at two and one-half percent (2.5%) above the current highest salary step.

All unit members who, as of the effective date, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step advancement policies on their regular anniversary date.

Year 3 Salary Step Addition

Effective the first full pay period following September 19, 2027, the City shall add a new top step to the unit’s salary schedule. This additional step shall be set at two and one-half percent (2.5%) above the current highest salary step.

All unit members who, as of the effective date, have completed at least one (1) year of continuous City/District service and are at the current top step of the salary schedule shall be advanced to the new step.

All other unit members shall continue to progress in accordance with existing step advancement policies on their regular anniversary date.

3. HOLIDAYS

The City shall add Juneteenth (June 19) to the list of observed paid holidays.

4. INCLUSION OF POLICE CHIEF IN DEPARTMENT HEAD UNIT

Effective upon adoption of this Memorandum of Understanding, the Police Chief shall be included in the Department Head Unit. All terms, conditions, and benefits of employment currently afforded to the Police Chief shall remain in effect, unless otherwise expressly modified by this MOU.

5. UNIFORM ALLOWANCE

The Police Chief and Fire Chief shall receive a uniform allowance of one thousand dollars (\$1,000) per year, paid on a bi-weekly basis as earned (\$38.46 per pay period), subject to ordinary taxes. The allowance shall remain non-PERSable.

For purposes of defining allowable use, purchases must conform to the CalPERS Uniform Allowance standard. The allowance is limited to the purchase, rental, and/or maintenance of required uniform clothing, including clothing made from specially designed protective fabrics, which are a ready substitute for personal attire the employee would otherwise have to acquire and maintain. The allowance shall not be used for items that are solely for personal health and safety, such as protective vests or safety shoes.

It is the responsibility of the Police Chief and Fire Chief to purchase and maintain his/her uniform in a clean and orderly condition, consistent with departmental Standard Operating Procedures (SOPs).

6. USE OF CITY VEHICLE

The Police Chief and Fire Chief shall be assigned a City vehicle for professional and business use, including home-to-work travel, subject to authorization and policies established by the City Manager.

7. SEVERANCE PRACTICE

At-Will Status: Department Heads are at-will and serve at the pleasure of the City Manager. Department Heads do not have a property interest in their position with the City and employment may be terminated at any time, with or without cause, by the City Manager.

Limitation of Removal: Department Heads shall not be removed from office, other than for cause or by mutual agreement, during or within a period of ninety (90) days succeeding the appointment of a new City Manager. The purpose of this provision is to allow any new City Manager to observe the actions and ability of the Department Heads in the performance of the powers and duties of their positions. This grace period does not alter the at-will status of the Department Heads.

Severance Agreement: The following severance provisions apply and will be made available to the Department Head if the separated employee signs and agrees to be bound by a written general release agreeing not to sue and waiving claims and recovery against the City and all City representatives and agents. If the City terminates the employment of a Department Head without cause, including but not limited to lay off or elimination of position, and the Department Head is willing and able to perform his/her job duties, then the Department Head shall be placed on administrative leave to maintain current pay and benefits for up to six (6) months while seeking other employment options. At the employee's election any remaining balance of the 6-month administrative leave shall be paid in a lump sum payment within (30) days of the request for payment. For a period of six (6) months following termination or up to the lump sum payment option, the City shall pay its share of costs to continue health, dental, and vision insurance for the Department Head and all dependents.

8. **SEPARATION AGREEMENT**

Resignation: The Department Head may resign at any time. In adherence to the highest professional standards and to promote continuity of operations while mitigating service disruptions, they are expected to give the City a minimum of sixty (60) days advance written notice of the effective date of their resignation, unless the Parties otherwise agree in writing. After the City receives the Department Head's notice of resignation, and for at least sixty (60) days thereafter, unless otherwise agreed, the Department Head shall continue to perform in accordance with this MOU and agrees to limit the use of accrued annual paid leave to days approved by the City Manager.

Retirement: If the Department Head retires from full-time public service with City, the Department Head shall provide City with a minimum of six (6) months' advance notice. The Department Head's actual retirement date will be mutually established.

The above notices of separation are a requirement unless otherwise agreed to mutually.

9. **CONTINUATION**

The City and the Unit agree that all conditions of employment established by City policy, including all conditions affecting wages, hours, and working conditions that are not specifically addressed in this MOU, shall continue in effect and shall not be affected by the terms of this MOU.

The value or availability of the benefits provided in the MOU as originally worded or as amended from time to time may depend on their tax treatment by the state or federal government or the decisions of other government agencies or departments, such as, but not limited to, the Public Employees Retirement System. The City will endeavor to obtain the

most favorable treatment legally possible from these other governmental entities. However, the City makes no representation concerning the value of such benefits to Unit members or how they will be taxed or otherwise treated by other agencies or departments. The City's obligations under this MOU are limited to the direct cost of providing the salary and benefits as described in the MOU. The City shall have no additional financial obligation, even if the tax or other treatment of such salary or benefits by other agencies or departments reduces or eliminates their value to the employee.

This Memorandum of Understanding is ratified and adopted pursuant to the recommendations of the following representatives this 6th day of October 2025.

CITY OF UKIAH

DEPARTMENT HEAD UNIT

Sage Sangiacomo, City Manager

Tim Eriksen, Public Works Director/City Engineer

Craig Schlatter, Community Development Director

Department Head Unit

Attachment 8

Salary Schedule

Effective September 28, 2025 - September 27, 2026

Additional Step Added

Grade	Classification		Step 0	Step 1 (5%)	Step 2 (5%)	Step 3 (5%)	Step 4 (5%)	Step 5 (2.5%)
1000	City Manager	Annual						\$ 272,872.91
		Monthly						\$ 22,739.41
		Hourly						\$ 131.19
1520	Electric Utility Director	Annual	\$ 199,107.12	\$ 209,062.44	\$ 219,515.52	\$ 230,491.32	\$ 242,015.88	\$ 248,066.28
		Monthly	\$ 16,592.26	\$ 17,421.87	\$ 18,292.96	\$ 19,207.61	\$ 20,167.99	\$ 20,672.19
		Hourly	\$ 95.72	\$ 100.51	\$ 105.54	\$ 110.81	\$ 116.35	\$ 119.26
1550	Community Development Director	Annual	\$ 180,810.86	\$ 189,851.40	\$ 199,344.00	\$ 209,311.20	\$ 219,776.76	\$ 225,271.20
1560	Community Services Director	Monthly	\$ 15,067.57	\$ 15,820.95	\$ 16,612.00	\$ 17,442.60	\$ 18,314.73	\$ 18,772.60
1540	Deputy City Manager	Hourly	\$ 86.93	\$ 91.27	\$ 95.84	\$ 100.63	\$ 105.66	\$ 108.30
1567	Finance Director							
1571	Fire Chief							
1568	Human Resources/Risk Management Director							
1570	Police Chief							
1526	Public Works Director/City Engineer							
1566	Water Resources Director							

RESOLUTION NO. 2025-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH
APPROVING SUCCESSOR MEMORANDA OF UNDERSTANDING BETWEEN THE
CITY OF UKIAH AND THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL
WORKERS LOCAL 1245, UKIAH POLICE OFFICERS ASSOCIATION,
MANAGEMENT UNIT, AND DEPARTMENT HEAD UNIT**

WHEREAS, the City of Ukiah Employee/Employer Relations Officer and Human Resources & Risk Management Director have met and conferred in good faith with the bargaining units on matters including wages, hours, and the terms and conditions of employment for represented employees; and

WHEREAS, the terms and conditions contained herein have been negotiated by the City of Ukiah and the International Brotherhood of Electrical Workers Local 1245, Ukiah Police Officers Association, Management Unit, and Department Head Unit, and such terms and conditions have been agreed upon by all parties; and

WHEREAS, these successor Memoranda of Understanding establish the terms and conditions of employment with respect to wages, hours, and working conditions applicable to these bargaining units for the period of September 19, 2025, through September 18, 2028; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ukiah hereby approves and authorizes the City Manager to execute the successor Memoranda of Understanding on behalf of the City.

PASSED AND ADOPTED this 6th day of October 2025, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Douglas F. Crane, Mayor

ATTEST:

Kristine Lawler, City Clerk

Budget Adjustment		
Year-1		
Org	Object	383,829.00
10020210	51110	37,282.20
10020210	51210	8,477.05
10020210	51230	2,530.75
10020210	51240	520.80
80026400	51110	8,464.40
80026400	51210	972.25
80026400	51230	551.45
80026400	51240	119.68
20324100	51110	2,473.80
20324100	51210	290.88
20324100	51230	161.23
20324100	51240	34.18
82027110	51110	6,421.48
82027110	51210	755.20
82027110	51230	418.40
82027110	51240	89.68
83027330	51110	4,835.95
83027330	51210	568.78
83027330	51230	315.75
83027330	51240	67.38
84027221	51110	5,686.80
84027221	51210	667.13
84027221	51230	370.40
84027221	51240	79.03
84027225	51110	9,512.40
84027225	51210	1,118.73
84027225	51230	620.73
84027225	51240	127.08
20824300	51110	2,029.70
20824300	51210	238.73
20824300	51230	132.65
20824300	51240	28.28
20824700	51110	843.65
20824700	51210	99.23
20824700	51230	55.15
20824700	51240	11.73
10022100	51110	3,827.08
10022100	51210	449.85
10022100	51230	249.03
10022100	51240	53.45
10024210	51110	2,473.80
10024210	51210	290.78
10024210	51230	160.58
10024210	51240	34.58
10024224	51110	1,208.40
10024224	51210	142.13

10024224	51230	78.60
10024224	51240	16.93
10024620	51110	535.98
10024620	51210	63.05
10024620	51230	35.13
10024620	51240	7.58
12024200	51110	3,568.05
12024200	51210	419.68
12024200	51230	232.53
12024200	51240	50.03
70024500	51110	2,520.98
70024500	51210	296.50
70024500	51230	164.58
70024500	51240	35.53
10022700	51110	5,856.95
10022700	51210	688.83
10022700	51230	438.20
10022700	51240	87.23
10022810	51110	5,600.93
10022810	51210	658.73
10022810	51230	377.90
10022810	51240	79.65
73022600	51110	1,905.20
73022600	51210	224.08
73022600	51230	124.40
73022600	51240	26.48
80026110	51110	25,598.53
80026110	51210	3,009.43
80026110	51230	1,698.88
80026110	51240	370.65
80026120	51110	25,598.53
80026120	51210	3,009.48
80026120	51230	1,699.25
80026120	51240	370.88
10023100	51110	4,605.83
10023100	51210	527.20
10023100	51230	299.28
10023100	51240	64.68
10023300	51110	6,792.63
10023300	51210	797.23
10023300	51230	442.95
10023300	51240	95.20
10023700	51110	182.40
10023700	51210	21.45
10023700	51230	11.95
10023700	51240	2.50
10523600	51110	2,370.80

10523600	51210	278.85
10523600	51230	154.75
10523600	51240	32.50
20012600	51110	5,826.53
20012600	51210	669.38
20012600	51230	379.23
20012600	51240	81.98
20023510	51110	6,764.60
20023510	51210	795.58
20023510	51230	441.60
20023510	51240	90.03
82027111	51110	5,998.95
82027111	51210	705.50
82027111	51230	398.90
82027111	51240	81.45
20016100	51110	12,186.08
20016100	51210	1,433.13
20016100	51230	794.88
20016100	51240	171.55
77725200	51110	7,294.75
77725200	51210	857.90
77725200	51230	475.80
77725200	51240	100.55
80026200	51110	11,559.15
80026200	51210	1,359.30
80026200	51230	781.30
80026200	51240	169.75
80026210	51110	11,559.15
80026210	51210	1,359.40
80026210	51230	781.85
80026210	51240	170.00
80026220	51110	3,197.20
80026220	51210	376.03
80026220	51230	214.85
80026220	51240	47.08
20913910	51110	8,608.78
20913910	51210	1,012.43
20913910	51230	562.15
20913910	51240	121.40
82027114	51110	3,621.00
82027114	51210	423.30
82027114	51230	235.35
82027114	51240	49.50
20012100	51110	7,519.78
20012100	51210	884.33
20012100	51230	490.45
20012100	51240	107.30
20012500	51110	7,294.75
20012500	51210	857.90
20012500	51230	532.25
20012500	51240	107.60
10022300	51110	1,626.75
10022300	51210	191.15
10022300	51230	123.25
10022300	51240	24.15

10022822	51110	1,049.55
10022822	51210	123.45
10022822	51230	79.95
10022822	51240	15.75
10022824	51110	52.50
10022824	51210	6.20
10022824	51230	4.10
10022824	51240	0.85
10022831	51110	524.80
10022831	51210	61.75
10022831	51230	40.00
10022831	51240	7.90
10022832	51110	314.90
10022832	51210	37.05
10022832	51230	24.05
10022832	51240	4.75
10022840	51110	524.80
10022840	51210	61.75
10022840	51230	40.00
10022840	51240	7.90
20013400	51110	1,426.73
20013400	51210	167.75
20013400	51230	92.88
20013400	51240	19.83
20013410	51110	7,620.63
20013410	51210	896.23
20013410	51230	497.30
20013410	51240	102.73
20013600	51110	285.35
20013600	51210	33.58
20013600	51230	18.70
20013600	51240	4.00
20413500	51110	7,139.23
20413500	51210	813.48
20413500	51230	466.10
20413500	51240	101.73
20513300	51110	856.03
20513300	51210	100.68
20513300	51230	55.80
20513300	51240	11.95
20913930	51110	6,565.25
20913930	51210	772.10
20913930	51230	428.90
20913930	51240	94.00
10023200	51110	1,087.80
10023200	51210	127.98
10023200	51230	71.05
10023200	51240	15.13
10521210	51110	5,706.83
10521210	51210	853.75
10521210	51230	371.88
10521210	51240	78.25
20012800	51110	3,239.65
20012800	51210	381.00
20012800	51230	211.55

20012800	51240	46.30
20012200	51110	1,426.73
20012200	51210	167.80
20012200	51230	92.90
20012200	51240	20.35
72022400	51110	142.68
72022400	51210	16.80
72022400	51230	9.30
72022400	51240	2.05
20016300	51110	5,998.95
20016300	51210	705.50
20016300	51230	391.00
20016300	51240	81.90
10023800	51110	5,247.60
10023800	51210	617.15
10023800	51230	342.95
10023800	51240	74.75
82024440	51110	4,399.08
82024440	51210	491.10
82024440	51230	285.95
82024440	51240	61.80

383,829.00