

111 E. COMMERCIAL STREET
WILLITS, CALIFORNIA 95490
(707) 459-4601 TEL
(707) 459-1562 FAX

WILLITS CITY COUNCIL AGENDA

FEBRUARY 10, 2016 ♦ 6:30 P.M. ♦ COUNCIL CHAMBERS

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call
2. **PUBLIC COMMUNICATIONS**
Council welcomes participation in its meetings. Comments shall be limited to three (3) minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the Council on the same subject matter, the Mayor may request that a spokesperson be chosen by the group. This item is limited to matters under the jurisdiction of the City Council which are not on the posted agenda. Public criticism of the City Council, Commission, Boards and Agencies will not be prohibited. No action shall be taken.
3. **PUBLIC MATTERS**
4. **CONSENT CALENDAR**
Matters listed under the Consent Calendar are considered to be routine by the City Council 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 and acted upon separately by the City Council.

The following items are recommended for approval, as follows:
 - a. City Council Minutes:
 - January 27, 2016
 - b. Resolutions Authorizing Filing of Special Assessment Liens on Properties Located at 491 and 497 E. Valley Street for Recovery of Code Enforcement Costs and Administrative Fines
5. **INFORMATIONAL REPORTS**
Matters that do not require action by the City Council but are of public interest.
 - a. Disbursements Journal(s):
 - Warrant Nos. 27756-27763, Totaling \$25,724.94
 - Warrant Nos. 27764-27828, Totaling \$234,174.27
 - b. Building Inspection Activity Report(s) – January 2016
 - c. Business License Activity Report(s) – January 2016
 - d. Water Consumption/Revenue Chart – January 2016
 - e. Sales Tax Digest Summary – Collections through December 2015, Sales through September 2015
6. **RIGHT TO APPEAL**
Persons who are dissatisfied with the decisions of the City Council may have the right to a review of that decision by a court. The City has adopted Section 1094.6 of the Code of Civil Procedure, which generally limits to 90 days the time within which the decisions of the City boards and agencies may be judicially challenged.
7. **COMMISSIONS, AGENCIES AND AUTHORITIES**
The Willits City Council meets concurrently as the City of Willits Planning Commission and City of Willits Successor Agency.
8. **CITY MANAGER REPORTS AND RECOMMENDATIONS**
 - a. Verbal Reports – No Action

9. DEPARTMENT RECOMMENDATIONS

- a. Administration (*City Clerk, Finance, Human Resources, Legal*)
- b. Public Safety
- c. Community Development (*including Planning, Building, and Code Enforcement*)
- d. Public Works & Engineering (Including Engineering, Water and Wastewater Systems)
 - 1) Discussion and Possible Action Approving Plans and Specifications for Main Street Water Line Replacement Project, Phase III (Project No. 2016-01), and Authorizing Advertisement for Bids

10. CITY COUNCIL AND COMMITTEE REPORTS

- a. Mendocino Council of Governments (MCOG)
- b. Local Agency Formation Commission (LAFCO)
- c. Mendocino Transit Authority (MTA)
- d. Mendocino Solid Waste Management Authority-Joint Powers Authority (MSWMA-JPA)
- e. League of California Cities
- f. Water & Wastewater Systems Committee
- g. Revit-ED Committee
- h. Finance Committee
- i. Ad Hoc Committees
- j. Other Committee Reports

11. COUNCIL MEMBER REPORTS AND RECOMMENDATIONS

12. ENACTMENT OF ORDINANCES

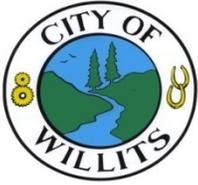
13. GOOD & WELFARE

14. CLOSED SESSION NOTICE

15. ADJOURNMENT

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 Willits City Hall, located at 111 East Commercial Street, Willits, California, not less than 72 hours prior to the meeting set forth on this agenda.

*Dated this 5th day of February, 2016.
Cathy Moorhead, City Clerk*



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: John Sherman, Code Enforcement Officer

Agenda Title: ADOPT RESOLUTIONS AUTHORIZING THE CODE ENFORCEMENT OFFICER TO FILE SPECIAL ASSESSMENT LIENS ON PROPERTIES LOCATED AT 491 EAST VALLEY STREET (APN 006-053-29) AND 497 EAST VALLEY STREET (APN 006-053-31) TO COLLECT \$5,500 FOR EACH PROPERTY FOR THE RECOVERY OF CODE ENFORCEMENT COSTS AND ADMINISTRATIVE FINES FOR MUNICIPAL CODE VIOLATIONS

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: N/A

Summary of Request: Willits Municipal Code Section 17.86.020 prohibits outdoor cultivation of marijuana.

On September 15, 2015, the Code Enforcement Officer received formal complaints about marijuana plants growing in the rear yard of the residences located at 491 E. Valley Street (APN 006-053-29) and 497 E. Valley Street (APN 006-053-31). The Code Enforcement Officer issued a Notice of Nuisance on each property the same day to Brian Shuster, owner of both properties, declaring that the marijuana plants growing on both properties constituted a public nuisance on each property in violation of WMC §17.86.020. Per WMC §1.12.110, Mr. Shuster was given 15 days to abate the nuisances or begin accruing a \$100 per day, per property in administrative fines until the nuisance was abated.

Approximately one week later, the Code Enforcement Officer contacted Mr. Shuster, who reported that the plants belonged to his tenants and that he would have them removed from the properties immediately.

On September 30, 2015, the Code Enforcement Officer determined that the nuisance continued to exist on both properties and issued an Order to Show Cause for each property, giving the property owner the opportunity to be heard in an administrative hearing on October 16, 2015. These orders were served by USPS certified, return receipt mail. Mr. Shuster did not attend this administrative hearing.

Pursuant to this hearing, the Administrative Hearing Body issued an Administrative Order directing the Code Enforcement Officer to monitor the situation and seek abatement warrants from the Mendocino County Superior Court to abate the nuisances.

Due to it being so late in the harvest season and with rain predicted, the Code Enforcement Officer believed the plants would be harvested before a warrant could be obtained and decided not to seek the warrant and allow the administrative fines to accrue. It was later learned that the cultivation had continued on each property, even through brief periods of precipitation, and were not eradicated until November 24, 2015.

The property owner was billed for the \$5,500 in administrative fines on each property and after 30 days has failed to pay.

Recommended Action: Adopt resolutions authorizing the Code Enforcement Officer to file Special Assessment liens against the properties at 491 E. Valley Street, (APN 006-053-29) and 497 E. Valley Street, (APN 006-053-31).

Alternative(s): None recommended.

Fiscal Impact: Recovery of fines should compensate the City for the hours of Code Enforcement time that have been invested in gaining compliance with the WMC.

Personnel Impact: N/A

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2016-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS AUTHORIZES THE CODE ENFORCEMENT OFFICER TO FILE A SPECIAL ASSESSMENT LIEN ON PROPERTY AT 491 EAST VALLEY STREET (APN 006-053-29) TO COLLECT \$5,500 FOR RECOVERY OF CODE ENFORCEMENT COSTS AND ADMINISTRATIVE FINES FOR MUNICIPAL CODE VIOLATIONS

WHEREAS, at a duly noticed Order to Show Cause hearing held October 16, 2015, the Administrative Hearing Body considered the report of City of Willits Code Enforcement Officer describing the City's effort to abate a public nuisance at the real property located at 491 East Valley Street, Willits, California (APN 006-053-29) owned by Brian Shuster; and

WHEREAS, the report included a summary of all monetary fines imposed and all costs and fees incurred by the City of Willits in the abatement of the public nuisance; and

WHEREAS, the property owner was afforded due process and the opportunity to object to the assessment of such fines, costs and fees; and

WHEREAS, the property owner has been billed for these administrative fines and after 60 days has failed to pay said administrative fines; and

WHEREAS, the Administrative Hearing Body finds that such fines assessed and the costs and fees incurred were reasonable and necessary to the abatement of the public nuisance, and that the collection of such fines, costs and fees as authorized by law is in the best interest of the City of Willits.

NOW, THEREFORE, after careful consideration of the report and all public comment received thereon, and good cause appearing, it is hereby resolved that the City Council of the City of Willits confirms the report of the Code Enforcement Officer concerning the abatement of the public nuisance at 491 East Valley Street, Willits, California (APN 006-053-29), and all fines, costs and fees described therein. The Council directs staff to file a Special Assessment lien against the property at 491 East Valley Street, Willits, California (APN 006-053-29), for the recovery of fines imposed in the sum of \$5,500. Collection shall be made by the imposition of a special assessment lien pursuant to California Government Code section 38773.5.

The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 10th day of February, 2016, by the following vote:

AYES:
NOES:
ABSENT:

BRUCE BURTON, Mayor
City Council of the City of Willits

ATTEST:

CATHY MOORHEAD
City Clerk

RESOLUTION NO. 2016-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS AUTHORIZES THE CODE ENFORCEMENT OFFICER TO FILE A SPECIAL ASSESSMENT LIEN ON PROPERTY AT 497 EAST VALLEY STREET (APN 006-053-31) TO COLLECT \$5,500 FOR RECOVERY OF CODE ENFORCEMENT COSTS AND ADMINISTRATIVE FINES FOR MUNICIPAL CODE VIOLATIONS

WHEREAS, at a duly noticed Order to Show Cause hearing held October 16, 2015, the Administrative Hearing Body considered the report of City of Willits Code Enforcement Officer describing the City's effort to abate a public nuisance at the real property located at 497 East Valley Street, Willits, California (APN 006-053-31), owned by Brian Shuster; and

WHEREAS, the report included a summary of all monetary fines imposed and all costs and fees incurred by the City of Willits in the abatement of the public nuisance; and

WHEREAS, the property owner was afforded due process and the opportunity to object to the assessment of such fines, costs and fees; and

WHEREAS, the property owner has been billed for these administrative fines and after 60 days has failed to pay said administrative fines; and

WHEREAS, the Administrative Hearing Body finds that such fines assessed and the costs and fees incurred were reasonable and necessary to the abatement of the public nuisance, and that the collection of such fines, costs and fees as authorized by law is in the best interest of the City of Willits.

NOW, THEREFORE, after careful consideration of the report and all public comment received thereon, and good cause appearing, it is hereby resolved that the City Council of the City of Willits confirms the report of the Code Enforcement Officer concerning the abatement of the public nuisance at 497 East Valley Street, Willits, California (APN 006-053-31), and all fines, costs and fees described therein. The Council directs staff to file a Special Assessment lien against the property at 497 East Valley Street, Willits, California (APN 006-053-31), for the recovery of fines imposed in the sum of \$5,500. Collection shall be made by the imposition of a special assessment lien pursuant to California Government Code section 38773.5.

The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 10th day of February, 2016, by the following vote:

AYES:
NOES:
ABSENT:

BRUCE BURTON, Mayor
City Council of the City of Willits

ATTEST:

CATHY MOORHEAD
City Clerk

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27756	12/16/15	KILLION/FRED	4607 CITY HALL JANITORIAL	800.00	525248	151209		P M H 100.1016.2061.020
27757	12/18/15	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00	525249	151217		P N H 690.237
27758	12/18/15	AFLAC	4036 125 PLAN POLICY PRE	1,190.76	525250	49842		P N H 690.246
27759	12/18/15	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	2,348.00	525251	151218		P N H 690.236
27760	12/18/15	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	575.73	525252	151218		P N H 690.233
27761	12/18/15	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	672.64	525253	151218		P N H 690.233
27762	12/18/15	PERS	256 EMPLOYER CONTRIBUTI	9,788.93	525254	151217		P N H 690.229
27762	12/18/15	PERS	256 EMPLOYEE CONTRIBUTI	7,072.08	525254	151217		P N H 690.230
				16,861.01	*CHECK TOTAL			
27763	12/18/15	HARRIS/KAREN	4674 ADV DISABILITY PENS	2,926.80	525255	151218		P N H 100.1022.1014.000
GENERAL CHECK FORM								
			TOTAL	25,724.94				

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27764	12/31/15	AFLAC	4036 125 PLAN - POLICY P	1,190.76	525215	245598		P N W 690.246
27765	12/31/15	ALL THE KING'S FLAGS	4574 REPLACEMENT FLAGS	314.12	525157	71910		P N W 100.1016.2045.000
27766	12/31/15	ARAMARK	4443 WORK SHIRTS	143.20	525158	16565291		P N W 100.1041.2041.000
27767	12/31/15	AT&T	4123 DISPATCH PHONES	19.88	525197	7377100		P N W 100.1020.2015.000
27768	12/31/15	AT&T	4615 WATER	176.54	525241	151219		P N W 503.5030.2015.000
27769	12/31/15	BANK OF AMERICA	10 OFFICE SUPPLIES	71.12	525240	151218		P N W 100.1002.2055.000
27769	12/31/15	BANK OF AMERICA	10 HEATER	29.18	525240	151218		P N W 100.1003.2055.000
27769	12/31/15	BANK OF AMERICA	10 TREE LIGHTS	291.82	525240	151218		P N W 100.1041.2101.045
27769	12/31/15	BANK OF AMERICA	10 CONF TRANS/PARKING/LO	547.17	525240	151218		P N W 100.1003.2105.000
27769	12/31/15	BANK OF AMERICA	10 CONF TRANS/PARKING/LO	306.74	525240	151218		P N W 100.1001.2105.000
27769	12/31/15	BANK OF AMERICA	10 MEMBERSHIP DUES	110.00	525240	151218		P N W 100.1003.2050.000
27769	12/31/15	BANK OF AMERICA	10 FUEL	30.00	525240	151218		P N W 503.5033.2105.000
27769	12/31/15	BANK OF AMERICA	10 WATER PLANT INTERNET	49.99	525240	151218		P N W 503.5030.2015.000
27769	12/31/15	BANK OF AMERICA	10 DISPATCH SUPPLIES	485.45	525240	151218		P N W 651.6510.2199.000
				1,921.47	*CHECK TOTAL			
27770	12/31/15	BUD GARMAN CONSTRUCT	4769 DUMP TRUCK	250.00	525159	12-1381		P M W 100.1041.2101.045
27771	12/31/15	CANTRELL/TATIANA	.09534 REFUND CLEANING DEPOS	104.24	525168	151229		P N W 600.602
27772	12/31/15	CHEVRON USA, INC.	27 FUEL	130.94	525203	46214809		P N W 100.1022.2044.000
27773	12/31/15	CLEARLY MENDOCINO WA	4221 WATER-DEC 2015	75.00	525202	151231		P M W 100.1020.2199.000
27774	12/31/15	COLLEGE OF THE REDWO	5007 LODGING/1ST PAYMENT	500.00	525201	LABUS		P N W 651.6510.2199.000
27775	12/31/15	COUNTY OF MENDOCINO	33 JC ELEC SVC NOV.	702.45	525199	2015-11		P N W 100.1020.2110.000
27775	12/31/15	COUNTY OF MENDOCINO	33 JC WATER SVC NOV	79.20	525199	2015-11		P N W 100.1020.2110.000
27775	12/31/15	COUNTY OF MENDOCINO	33 JC GARBAGE SVC NOV	78.50	525199	2015-11		P N W 100.1020.2110.000
				860.15	*CHECK TOTAL			
27776	12/31/15	COUNTY OF MENDOCINO	197 COURT/STATE FEE-PARKIN	37.50	525200	151125		P N W 100.1020.2081.030
27777	12/31/15	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIALS	1,007.00	525160	EH29219		P N W 500.5001.2001.003
27777	12/31/15	COUNTY OF MENDOCINO	4287 SOLID WASTE PERMIT	5,474.00	525161	EH28694		P N W 213.2130.2001.003
27777	12/31/15	COUNTY OF MENDOCINO	4287 SOLID WASTE PERMIT	540.00	525162	EH28683		P N W 213.2130.2001.003
27777	12/31/15	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIALS P	865.00	525163	EH29199		P N W 100.1041.2001.003
27777	12/31/15	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIALS P	865.00	525164	EH29224		P N W 501.5013.2001.003
27777	12/31/15	COUNTY OF MENDOCINO	4287 HARDOUS MATERIAL PE	1,221.00	525247	EH29223		P N W 503.5030.2001.003
				9,972.00	*CHECK TOTAL			
27778	12/31/15	CRITICAL REACH	4557 ANNUAL SUPPORT	285.00	525198	16-602		P N W 100.1020.2015.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27779	12/31/15	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	841.11	525165	151130		P N W 100.1002.2055.000
27779	12/31/15	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	49.79	525165	151130		P N W 100.1042.2055.000
27779	12/31/15	CURRY'S DISCOUNT INC	4198 TONER/PAPER/FOLDERS	1,031.18	525204	151130		P N W 100.1020.2055.000
				1,922.08	*CHECK TOTAL			
27780	12/31/15	D'ORAZIO/RENAULD	4928 PER DIEM 1/24-29/2016	240.00	525205	151229		P N W 100.1020.2105.000
27781	12/31/15	DOWNTOWN FORD SALES	4996 UTILITY TRUCK	36,456.84	525166	234309	003724	P N W 501.5011.4002.000
27781	12/31/15	DOWNTOWN FORD SALES	4996 UTILITY TRUCK	36,456.84	525167	234267	003724	P N W 501.5013.4002.000
				72,913.68	*CHECK TOTAL			
27782	12/31/15	EEL RIVER FUELS	28 FUEL	591.69	525169	450796		P N W 100.125
27782	12/31/15	EEL RIVER FUELS	28 DIESEL FUEL	321.45	525170	450830		P N W 100.126
27782	12/31/15	EEL RIVER FUELS	28 FUEL	1,005.25	525171	450845		P N W 100.125
				1,918.39	*CHECK TOTAL			
27783	12/31/15	FLOWERS BY ANNETTE	53 FLOWERS	77.80	525172	30555		P M W 100.1005.2199.000
27784	12/31/15	FRANCHISE TAX BOARD	695 EARNING WITHHOLDING	490.00	525222	151231		P N W 690.233
27784	12/31/15	FRANCHISE TAX BOARD	695 EARNINGS WITHHOLDING	637.72	525223	151231		P N W 690.233
				1,127.72	*CHECK TOTAL			
27785	12/31/15	GELBER/CRAIG	.09536 REFUND/OVERPAYMENT	45.00	525210	151229		P N W 100.1020.3203.000
27786	12/31/15	GLOBALSTAR USA LLC	.09535 3 YEARS AIRTIME SAT	2,487.42	525208	1.50463091		P N W 651.6510.2199.000
27787	12/31/15	GOLDEN GATE K9 LLC	5008 K9 PROFICIENCY TRAINI	300.00	525206	WPD11302015		P N W 661.6610.2199.000
27787	12/31/15	GOLDEN GATE K9 LLC	5008 K9 PROFICIENCY TRAINI	300.00	525207	WPD12312015		P N W 661.6610.2199.000
				600.00	*CHECK TOTAL			
27788	12/31/15	GOLDEN STATE OVERNIG	4728 EVIDENCE SHIPPING	13.10	525209	2963092		P N W 100.1022.2101.031
27789	12/31/15	HART/JOSHUA	.09537 LIVESCAN REIMBURSEMENT	12.00	525211	346301		P N W 100.1005.2061.013
27790	12/31/15	HEIKEN/ERIK	4342 PER DIEM 1/14-15/2016	40.00	525213	151128		P N W 651.6510.2199.000
27791	12/31/15	HOWARD HOSPITAL	78 SART EXAM	1,500.00	525212	72421885		P M W 100.1020.6001.000
27792	12/31/15	I B E W	255 EMPLOYEE CONTRIBUTION	371.89	525173	151218		P N W 690.235
27793	12/31/15	KILLION/FRED	4607 CITY HALL JANITORIAL	800.00	525174	151228		P M W 100.1016.2061.020
27793	12/31/15	KILLION/FRED	4607 PW JANITORIAL	130.00	525175	151201		P M W 100.1040.2081.030
27793	12/31/15	KILLION/FRED	4607 ENG JANITORIAL	130.00	525175	151201		P M W 100.1042.2081.030
				1,060.00	*CHECK TOTAL			
27794	12/31/15	LEAGUE OF CALIFORNIA	374 STS. & RDS NEEDS ASSE	150.00	525178	102897		P N W 100.1040.2055.000
27795	12/31/15	LEXIPOL LLC	4995 LE IMPLEMENTATION S	1,800.00	525214	15285		P N W 651.6510.2199.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27796	12/31/15	LSQ FUNDING GROUP LC	4991 MAINT WORKER	1,023.60	525176	199		P N W 100.1050.2081.030
27796	12/31/15	LSQ FUNDING GROUP LC	4991 MAINT WORKER	972.42	525177	183		P N W 100.1050.2081.030
				1,996.02	*CHECK TOTAL			
27797	12/31/15	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	2,348.00	525216	151231		P N W 690.236
27798	12/31/15	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00	525217	151231		P N W 690.237
27799	12/31/15	MENDOCINO JANITORIAL	4255 PD JANITORIAL	1,100.00	525181	706170		P M W 100.1016.2061.020
27799	12/31/15	MENDOCINO JANITORIAL	4255 STRIP & WAX	250.00	525181	706170		P M W 100.1016.2061.020
				1,350.00	*CHECK TOTAL			
27800	12/31/15	MOTION INDUSTRIES IN	705 ELEC MOTORS	375.35	525179	CA23-495615		P N W 501.5013.2041.000
27800	12/31/15	MOTION INDUSTRIES IN	705 BRG INSERT	71.26	525180	CA23-495655		P N W 501.5013.2041.000
				446.61	*CHECK TOTAL			
27801	12/31/15	MR. ROOTER PLUMBING	4753 WCAC PLUMBING SERVICE	183.53	525182	7492		P N W 600.601
27802	12/31/15	MUNICIPAL MAINTENANC	4305 JET TRUCK PUMP	14,434.80	525184	0106668-IN	003753	P N W 501.5011.2041.000
27803	12/31/15	NATIONAL EMERGENCY N	4538 MEMBERSHIP/GONZALEZ	137.00	525218	151229		P N W 100.1020.2050.000
27803	12/31/15	NATIONAL EMERGENCY N	4538 MEMBERSHIP/DALE	137.00	525218	151229		P N W 100.1020.2050.000
				274.00	*CHECK TOTAL			
27804	12/31/15	NATIONAL METER & AUT	4196 BRZ METER BODY	798.95	525183	S1067162.001		P N W 503.5031.2041.000
27805	12/31/15	P G & E COMPANY	114 ENGINEERING	51.78	525187	151216		P N W 100.1042.2110.000
27805	12/31/15	P G & E COMPANY	114 PARKS	200.39	525187	151216		P N W 100.1050.2110.000
27805	12/31/15	P G & E COMPANY	114 SEWER	7.85	525187	151216		P N W 501.5013.2110.000
27805	12/31/15	P G & E COMPANY	114 WATER	20.21	525187	151216		P N W 503.5033.2110.000
27805	12/31/15	P G & E COMPANY	114 PUBLIC WORKS	51.78	525187	151216		P N W 100.1040.2110.000
				332.01	*CHECK TOTAL			
27806	12/31/15	PACE SUPPLY CORP	12 C PLG	1,031.47	525188	23072603		P N W 503.5031.2041.000
27806	12/31/15	PACE SUPPLY CORP	12 ULTRA-FLEX CPLG	345.33	525189	23074009		P N W 503.5031.2041.000
27806	12/31/15	PACE SUPPLY CORP	12 ULTRA-FLEX CPLG	336.68	525190	23074009-1		P N W 503.5031.2041.000
27806	12/31/15	PACE SUPPLY CORP	12 WELD SOLVENT/ADPT DWV	251.58	525191	23089352		P N W 501.5011.2041.000
				1,965.06	*CHECK TOTAL			
27807	12/31/15	PACIFIC INTERNET INC	1442 EMAIL SERVICE	97.50	525186	151209		P N W 100.1003.2041.000
27808	12/31/15	PITNEY BOWES	125 POSTAGE METER LEASE	474.53	525185	7227994-DC15		P N W 100.1002.2095.000
27809	12/31/15	R E M I F	135 MED INS PREMIUM	64,992.00	525192	151228		P N W 690.231
27809	12/31/15	R E M I F	135 DENTAL INS PREMIUM	4,593.00	525192	151228		P N W 690.231
27809	12/31/15	R E M I F	135 VISION INS PREMIUM	792.00	525192	151228		P N W 690.231
				70,377.00	*CHECK TOTAL			

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27810	12/31/15	REDWOOD TOXICOLOGY I	291 LAB SCREENING NOV 2015	88.50	525219	1930201511		P N W 100.1020.2061.014
27811	12/31/15	ROCKWELL SOLUTIONS	5006 CHOPPER PUMP	20,418.15	525193	1276	003714	P M W 501.5013.2041.000
27812	12/31/15	SHERWOOD VALLEY RANC	4326 REFUND CLEANING DEPOS	300.00	525194	151223		P N W 600.602
27813	12/31/15	SIERRA ELECTRONICS	5009 SAT PHONE CHARGER	39.95	525221	213234	003751	P N W 651.6510.2199.000
27814	12/31/15	STATE OF CALIFORNIA	534 WORK CREW	1,690.35	525224	131466		P N W 100.1050.2101.045
27814	12/31/15	STATE OF CALIFORNIA	534 WORK CREW	1,142.40	525225	131459		P N W 503.5031.4003.038
				2,832.75	*CHECK TOTAL			
27815	12/31/15	STATE OF CALIFORNIA	843 DUI ANALYSIS NOV 2015	35.00	525220	139653		P N W 100.1020.2061.014
27816	12/31/15	STATE WATER RES CONT	468 GRADE II CERT N.CALDW	230.00	525195	151228		P N W 501.5013.2001.002
27816	12/31/15	STATE WATER RES CONT	468 WTR OPER CERT S MELLU	110.00	525196	151228		P N W 503.5030.2001.002
				340.00	*CHECK TOTAL			
27817	12/31/15	TOSHIBA	4263 CITY HALL COPIER USAG	775.23	525226	29388427		P N W 100.1002.2095.000
27817	12/31/15	TOSHIBA	4263 PLANNING COPIER USAGE	54.66	525226	29388427		P N W 100.1010.2055.000
27817	12/31/15	TOSHIBA	4263 CODE ENF COPIER USAGE	54.66	525226	29388427		P N W 100.1011.2055.000
27817	12/31/15	TOSHIBA	4263 BUILDING COPIER USAGE	54.66	525226	29388427		P N W 100.1015.2055.000
27817	12/31/15	TOSHIBA	4263 SA COPER USAGE	54.66	525226	29388427		P N W 265.2650.2055.000
				993.87	*CHECK TOTAL			
27818	12/31/15	UKIAH PAPER SUPPLY I	164 JANITORIAL SUPPLIES	156.20	525230	450751		P N W 600.601
27818	12/31/15	UKIAH PAPER SUPPLY I	164 BATH TISSUE	53.87	525231	451405		P N W 600.601
				210.07	*CHECK TOTAL			
27819	12/31/15	UNITED PARCEL SERVIC	165 SHIPPING CHARGES	69.81	525227	958793525		P M W 100.1002.2055.000
27819	12/31/15	UNITED PARCEL SERVIC	165 SHIPPING CHARGES	11.64	525227	958793525		P M W 501.5010.2091.000
27819	12/31/15	UNITED PARCEL SERVIC	165 SHIPPING CHARGES	4.89	525227	958793525		P M W 100.1040.2041.000
27819	12/31/15	UNITED PARCEL SERVIC	165 SHIPPING	19.62	525242	5382F9505		P M W 501.5013.4003.001
				105.96	*CHECK TOTAL			
27820	12/31/15	UNIVAR USA INC	655 LIQUICHLOR	612.04	525228	SJ721264		P N W 503.5033.2101.034
27820	12/31/15	UNIVAR USA INC	655 FERRIC CHLORIDE	1,814.70	525229	SJ22028		P N W 503.5033.2101.034
				2,426.74	*CHECK TOTAL			
27821	12/31/15	UTILITY SUPPLY OF AM	3997 SLUDGE JUDGE	101.86	525243	826938		P N W 503.5033.2041.000
27821	12/31/15	UTILITY SUPPLY OF AM	3997 WATER PLANT SUPPLIES	503.80	525244	828950		P N W 503.5033.2041.000
27821	12/31/15	UTILITY SUPPLY OF AM	3997 WATER PLANT SUPPLIES	242.07	525245	826640		P N W 503.5033.2041.000
				847.73	*CHECK TOTAL			
27822	12/31/15	VALERIUS/JANE	4010 WETLAND MITIGATION	1,250.00	525246	2015-124		P M W 501.5013.2081.030
27823	12/31/15	VERIZON WIRELESS	4828 PUBLIC WORKS	0.76	525232	151215		P N W 100.1040.2015.000
27823	12/31/15	VERIZON WIRELESS	4828 CODE ENFORCEMENT	8.04	525232	151215		P N W 100.1011.2015.000
27823	12/31/15	VERIZON WIRELESS	4828 SEWER	34.23	525232	151215		P N W 501.5013.2015.000
27823	12/31/15	VERIZON WIRELESS	4828 EMERG WTR LINE MODEM	86.48	525232	151215		P N W 503.5031.4003.038

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27823	12/31/15	VERIZON WIRELESS	4828 POLICE	51.47	525232	151215		P N W 100.1020.2015.000
				180.98	*CHECK TOTAL			
27824	12/31/15	W P O A	262 EMPLOYEE CONTRIBUTION	768.90	525238	151218		P N W 690.234
27825	12/31/15	WECO INDUSTRIES LLC	4044 CAMERA REPAIR	867.11	525235	35507-IN		P N W 501.5011.2041.000
27826	12/31/15	WELLS FARGO EQUIPMEN	4677 INTEREST	142.49	525234	10829882		P N W 501.5011.3002.000
27826	12/31/15	WELLS FARGO EQUIPMEN	4677 PRINCIPAL	4,421.99	525234	10829882		P N W 501.5011.3001.000
				4,564.48	*CHECK TOTAL			
27827	12/31/15	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	20.00	525233	151231		P N W 690.248
27827	12/31/15	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	20.00	525239	151218		P N W 690.248
				40.00	*CHECK TOTAL			
27828	12/31/15	WILLITS RENTAL CENTE	4100 CONCRETE VIBRATOR	47.00	525236	1500361		P N W 503.5031.4003.001
27828	12/31/15	WILLITS RENTAL CENTE	4100 VEHICLE MAINT UNIT 25	129.19	525237	447		P N W 100.1022.2044.000
				176.19	*CHECK TOTAL			
GENERAL CHECK FORM			TOTAL	234,174.27				

CITY OF WILLITS				
BUILDING INSPECTION ACTIVITY REPORT				
FOR THE MONTH OF:		<u>January, 2016</u>		
<u>NEW CONSTRUCTION</u>		<u>LIVING UNITS</u>	<u>BLDG. PERMITS</u>	<u>VALUATION</u>
1) Single Family Dwellings				
2) Two Family Dwelling				
3) Three and Four Family Dwelling				
4) Five or More Family Dwelling				
5) Moved Dwellings and Modular Units				
6) Hotels and Motels				
7) Amusement and Recreation Buildings				
8) Churches and Religious Buildings				
9) Industrial Buildings				
10) Private Garages and Carports				
11) Service Station and Repair Garages				
12) Office, Bank and Professional Buildings				
13) Stores and Similar Buildings				
14) Warehouse and Agriculture Buildings				
<u>MISCELLANEOUS CONSTRUCTION</u>				
15) Reroof, Siding, Windows, Etc.				
16) Heating and Air Conditioning			3	\$ 7,800.00
17) Electric, Mechanical, Plumbing			8	\$ 48,450.00
18) Demolition				
<u>STRUCTURES OTHER THAN BUILDINGS</u>				
19) Foundations, Pools, Walls, Signs, etc.				
<u>CONVERSIONS</u>				
20) Non-Residential to Residential				
21) Residential to Non-Residential				
<u>ADDITIONS AND ALTERATIONS</u>				
22) Residential Buildings			1	\$ 5,000.00
23) Non-Residential Buildings				
TOTALS			12	\$ 61,250.00
<u>COMPARISON</u>		<u>TYPE OF PERMIT AND OTHER REVENUE</u>		
			<u>#'s</u>	<u>FEE'S</u>
Valuation This Month	\$ 61,250.00	Building	2	\$ 306.50
Same Month Last Year	\$ 39,300.00	Electrical	5	\$ 1,158.00
		Mechanical	3	\$ 270.00
Revenue This Month	\$ 2,235.75	Plumbing	3	\$ 312.00
Same Month Las Year	\$ 1,165.45	Grading		
		Demolition		
Permits This Month	12	Plan Check	2	\$ 189.25
Same Month Last Year	6	Late Fee		
		Bldg. Survey		
		Sewer Insp.		
<u>TOTALS TO DATE THIS FISCAL YEAR</u>				
Construction Valuation	\$ 4,916,993.00			
Fees Collected	\$ 55,434.26			
No. of Permits	92			
		TOTALS:	12	\$ 2,235.75
<u>TOTALS TO SAME DATE LAST YEAR</u>				
Construction Valuation	\$ 2,443,065.00			
Fees Collected	\$ 24,518.00			
No. of Permits	72			
		Respectfully Submitted:		
		_____ John Sherman, Building Inspector		

CITY OF WILLITS
BUILDING AND SAFETY
111 E. Commercial St. Willits, Ca. 95490
(707) 459-7122

DATE: February 1, 2016

TO:

Mendocino County Assessor
Att: Joe Mills
501 Low Gap Rd., 1020
Ukiah, CA. 95482

FROM: Building Department, City of Willits

RE: Permit Completion for Month of January 2016

PARCEL#	WORK DONE	ADDRESS	VALUE	DATE	PERMIT #
The following permits were issued.					
005-171-06	Replace elect. service panel.	630 Hawthorn Lane	1,500	1/2/16	8469
005-091-34	7.5 kw rooftop PV solar array	147 Mill Creek Ct.	30,000	1/2/16	8470
006-080-35	Replace elect. service panel.	494 North St.	1,500	1/4/16	8471
006-077-07	Replace wall furnace	25 Alameda St.	2,000	1/4/16	8472
005-223-15	Replace elect. service riser	165 W. Mendocino Ave.	750	1/9/16	8473
005-223-15	Replace elect. service panel.	132 Catherine Lane	1,500	1/9/16	8474
006-041-16	Install walk in bathtub	459 Coast St.	10,000	1/20/16	8475
005-020-22	Tenant improvements	354 N. Main St.	5,000	1/21/16	8476
006-071-09	Replace bldg. sewer & sump pump	61 W. San Francisco Ave.	2,500	1/25/16	8477
007-200-19	Install gas line to laundry	1709 Elm Ln.	700	1/26/16	8478
006-132-12	Replace forced air furnace	36 South St.	4,000	1/28/16	8479
005-174-10	Install gas heater	510 W. Mendocino Ave.	1,800	1/28/16	8480
COMPLETED PROJECTS					
005-250-23	Overlay reroof	405 E. Commercial St.	10,000	9/30/15	8429
005-160-32	Tearoff reroof	590 W. Mendocino Ave	5,000	10/26/15	8446
006-041-13	Tearoff reroof/replace windows	382 McKinley St.	4,500	10/30/15	8451
005-201-19	Replace wall furnace	333 Creekside Dr.	2,000	11/5/15	8453

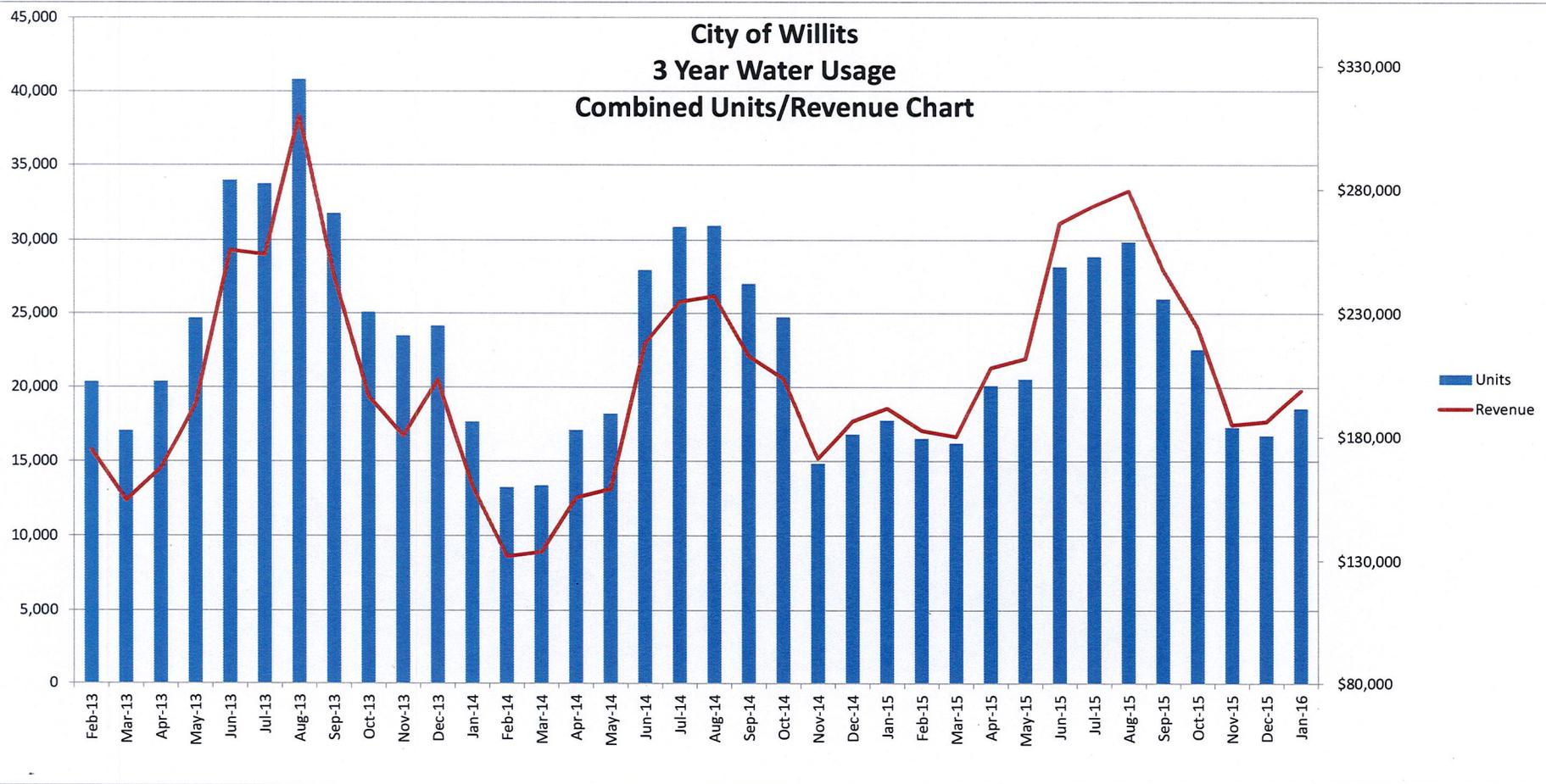
005-174-03	Install new HVAC package unit	501 Camp Lane	3,000	12/7/15	8463
005-171-06	Replace elect. service panel	630 Hawthorn Ln.	1,500	1/12/16	8469
006-077-07	Replace wall furnace	25 Alameda St.	2,000	1/14/16	8472
005-223-15	Replace elect. service riser	165 W. Mendocino Ave.	750	1/19/16	8473
005-223-15	Replace elect. service panel	132 Catherine Lane	1,500	1/19/16	8474
006-041-16	Install walk in bathtub	459 Coast St.	10,000	1/20/16	8475
007-200-19	Install gas line to laundry	1709 Elm Lane	700	1/27/16	8478
005-174-10	Install gas heater	510 W. Mendocino Ave.	1,800	1/28/15	8480

John Sherman
City of Willits Building Inspector

New Business License - January 2016

<i>BL#</i>	<i>Name</i>	<i>Owner</i>	<i>Address</i>	<i>Date Issued</i>	<i>Type of Bussiness</i>
6510	Lights of Gaia	Erin Harpster	1700 Daphne Drive	1/22/2016	
6511	Cleopatras Temple	David Parmenter	330 S Main St., Willits	1/22/2016	Private Club
6512	Tamarack Solar Products	David Kats & Sequoya Cross	1435 Baechtel Rd.,	1/22/2016	Metal Fabrication of Renewable Energy Products
6513	Sweet Things	Corazon Elliott	399 S Main St	1/22/2016	Retail Clothing
6514	Janice Cinek Theraputic Massage Health & Wellness	Janice Cenik	225 S Main St	1/22/2016	Massage with Health & Wellness Coaching

City of Willits 3 Year Water Usage Combined Units/Revenue Chart



CITY OF WILLITS
WATER USAGE COMPARISONS

WATER BILLING

UNITS	Jan-16	Dec-15	Nov-15	Oct-15	Sep-15	Aug-15	Jul-15	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Apartment MF	1,958.00	1,790.00	1940	2383	2723	2976	2829	2724	2201	2112	1716	1943
Large Business	190.00	223.00	246	491	585	825	854	759	568	452	173	236
Churches	76.00	66.00	97	263	264	248	291	242	163	161	155	82
Restaurants & Bar	723.00	724.00	718	825	882	1022	888	788	644	645	525	567
Grocery	195.00	190.00	176	286	323	316	306	289	253	288	243	273
Hospital	576.00	518.00	730	1362	1721	2212	2215	1719	1226	1238	855	691
Industrial	330.00	309.00	419	749	665	976	1099	966	574	618	522	499
Laundry	545.00	432.00	446	394	365	407	337	375	312	351	335	387
Motels	543.00	559.00	533	644	706	899	812	678	601	594	418	534
Public Facility	703.00	669.00	767	1871	2069	2508	2317	3345	1599	1348	1019	619
Residential SF	9,713.00	8,571.00	8155	9981	11705	12987	12879	12259	9413	9301	7782	8058
Small Business	1,308.00	1,270.00	1149	1314	1521	1779	1729	1590	1352	1400	1109	1116
Mble Hm/Trailers	1,402.00	1,098.00	1017	1265	1421	1900	1559	1626	1169	1194	1062	1281
City Accounts	312.00	367.00	951	746	1041	806	728	807	459	401	326	280
TOTAL UNITS	18,574	16,786	17,344	22,574	25,991	29,861	28,843	28,167	20,534	20,103	16,240	16,566
% of prev year	105%	100%	117%	91%	96%	97%	93%	101%	113%	117%	121%	125%
% of two year prior	105%	69%	74%	90%	82%	73%	85%	83%	83%	99%	95%	81%

WATER BILLING MONTHLY

USAGE REVENUE	Jan-16	Dec-15	Nov-15	Oct-15	Sep-15	Aug-15	Jul-15	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Apartment MF	14,330.64	13,439.22	13,903.68	17,051.52	19,523.94	21,441.12	20,406.24	19,679	15,811	15,315	12,253	13,922
Large Business	1,364.58	1,602.18	1,767.78	3,528.36	4,208.58	5,933.16	6,145.38	5,455	4,090	3,251	1,242	1,689
Churches	547.20	475.20	698.40	1,893.60	1,900.80	1,785.60	2,095.20	1,742	1,174	1,159	1,116	590
Restaurants & Bar	5,194.14	5,209.50	5,166.30	5,947.50	6,344.94	7,357.26	6,390.30	5,672	4,634	4,641	3,768	4,071
Grocery	1,404.00	1,368.00	1,267.20	2,059.20	2,325.60	2,275.20	2,203.20	2,081	1,822	2,074	1,750	1,966
Hospital	4,136.94	3,722.76	5,350.14	9,937.02	12,786.30	16,307.82	16,297.50	12,658	9,081	9,044	6,168	4,965
Industrial	2,376.00	2,224.80	3,016.80	5,392.80	4,788.00	7,027.20	7,912.80	6,955	4,133	4,450	3,758	3,593
Laundry	3,924.00	3,110.40	3,211.20	2,836.80	2,628.00	2,930.40	2,426.40	2,700	2,246	2,527	2,412	2,786
Motels	3,909.60	4,024.80	3,837.60	4,636.80	5,083.20	6,472.80	5,846.40	4,882	4,327	4,277	3,010	3,845
Public Facility	5,018.40	4,795.20	5,479.20	13,442.40	14,810.40	18,021.60	16,646.40	24,034	11,491	9,590	7,301	4,421
Residential SF	55,641.84	47,705.76	44,145.90	57,882.36	70,824.66	82,083.78	81,802.44	76,067	53,366	51,691	40,829	42,628
Small Business	9,459.30	9,215.34	8,309.94	9,439.14	10,938.54	12,790.50	12,451.20	11,458	9,768	10,072	7,963	8,027
Mble Hm/Trailers	10,094.40	7,905.60	7,322.40	9,108.00	10,231.20	13,680.00	11,224.80	11,704	8,417	8,597	7,646	9,223
City Accounts												
TOTAL USAGE REVENUE	117,401.04	104,798.76	103,476.54	143,155.50	166,394.16	198,106.44	191,848.26	185,087.00	130,359.48	126,686.76	99,215.64	101,725.02
METER REVENUE	81,326.65	81,384.43	81,448.07	81,166.51	81,223.79	81,313.21	81,441.93	81,209.19	81,052.50	81,031.13	80,825.64	80,810.98
TOTAL BILLED	198,727.69	186,183.19	184,924.61	224,322.01	247,617.95	279,419.65	273,290.19	266,296.19	211,411.98	207,717.89	180,041.28	182,536.00
% of prev yr usage rev	106%	100%	115%	106%	115%	117%	115%	123%	142%	144%	149%	158%
% of prev yr ttl rev	124%	92%	102%	114%	101%	90%	108%	104%	110%	124%	117%	105%

CITY OF WILLITS
WATER USAGE COMPARISONS

WATER BILLING UNITS	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14
Apartment MF	1867	1802	1544	2652	2732	2835	2859	2739	1,904	1,857	1,458	1,451
Large Business	342	212	280	453	699	573	499	550	298	204	156	189
Churches	54	60	78	198	251	294	338	339	132	82	61	57
Restaurants & Bar	609	572	527	877	790	953	1032	857	655	665	522	536
Grocery	234	248	187	259	201	219	232	195	177	195	190	205
Hospital	712	636	659	1517	1551	1916	1631	1481	723	618	478	612
Industrial	539	709	524	1028	909	890	1309	810	598	372	194	188
Laundry	393	357	387	444	317	305	328	310	281	390	332	333
Motels	536	482	484	757	680	806	940	771	541	549	400	394
Public Facility	528	608	604	1774	3085	4435	2917	3095	1,278	872	471	486
Residential SF	9101	8516	7227	10992	11748	13166	13637	12553	8,604	8,453	6,864	6,603
Small Business	1171	1077	1048	1449	1439	1603	1672	1458	1,166	1,196	996	886
Mble Hm/Trailers	1353	1345	1055	1510	1443	1776	2010	1623	1,174	1,357	1,035	931
City Accounts	327	236	237	812	1165	1167	1461	1161	681	332	220	375
TOTAL UNITS	17,766	16,860	14,841	24,722	27,010	30,938	30,865	27,942	18,212	17,142	13,377	13,246
% of prev year	100%	70%	63%	99%	85%	76%	91%	82%	74%	84%	78%	65%
% of two year prior	96%	93%	68%	76%	79%	79%	86%	81%	76%	90%	70%	71%

WATER BILLING MONTHLY USAGE REVENUE	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14
Apartment MF	13,422	13,029	10,844	16,008	16,465.65	17,041.65	17,369.60	16,416.00	11,318.10	11,409.25	8,737.55	8,588.80
Large Business	2,456	1,523	2,013	2,715	4,194.00	3,435.15	2,991.15	3,297.15	1,788.00	1,221.15	933.15	1,128.30
Churches	389	432	562	1,188	1,506.00	1,764.00	2,028.00	2,034.00	792.00	492.00	366.00	342.00
Restaurants & Bar	4,373	4,107	3,783	5,252	4,735.45	5,715.25	6,185.65	5,132.05	3,920.25	3,980.25	3,138.25	3,206.25
Grocery	1,685	1,786	1,346	1,554	1,206.00	1,314.00	1,392.00	1,170.00	1,062.00	1,170.00	1,140.00	1,230.00
Hospital	5,051	4,572	4,662	9,279	9,551.65	11,726.45	10,047.65	8,756.45	4,568.45	3,712.45	2,859.25	3,159.15
Industrial	3,881	5,105	3,773	6,168	5,454.00	5,340.00	7,854.00	4,860.00	3,588.00	2,232.00	1,164.00	1,128.00
Laundry	2,830	2,570	2,786	2,664	1,902.00	1,830.00	1,968.00	1,860.00	1,686.00	2,340.00	1,992.00	1,998.00
Motels	3,859	3,470	3,485	4,542	4,080.00	4,836.00	5,640.00	4,626.00	3,246.00	3,294.00	2,400.00	2,364.00
Public Facility	3,758	4,320	4,298	10,608	17,802.00	25,836.00	16,392.00	17,838.00	6,642.00	4,872.00	2,622.00	2,736.00
Residential SF	50,835	46,673	37,548	57,708	60,640.15	70,017.20	73,490.30	66,193.45	39,064.95	37,954.80	29,271.75	27,810.20
Small Business	8,429	7,770	7,550	8,680	8,615.90	9,603.10	10,006.75	8,741.35	6,981.10	7,169.35	5,957.90	5,300.35
Mble Hm/Trailers	9,742	9,684	7,596	9,060	8,658.00	10,656.00	12,060.00	9,738.00	7,044.00	8,142.00	6,210.00	5,586.00
City Accounts	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL USAGE REVENUE	110,708.10	105,041.76	90,245.92	135,426.50	144,810.80	169,114.80	167,425.10	150,662.45	91,700.85	87,989.25	66,791.85	64,578.05

METER REVENUE	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14
Apartment MF	5,064.52	5,064.52	5,057.86	4,254.10	4,254.10	4,260.72	4,254.10	4,228.20	4,254.10	4,254.10	4,255.57	4,231.57
Large Business	1,358.34	1,358.34	1,358.34	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,135.21	1,135.95	1,135.95	1,124.21
Churches	779.16	779.16	779.16	665.97	662.30	662.30	662.30	662.30	684.35	684.35	684.35	684.35
Restaurants & Bar	1,332.22	1,332.22	1,389.94	1,190.19	1,192.34	1,189.40	1,189.40	1,189.40	1,189.40	1,198.65	1,143.83	1,145.30
Grocery	429.26	442.62	442.62	380.85	380.85	380.85	380.85	380.85	380.85	380.85	371.85	380.85
Hospital	1,645.78	2,059.38	1,645.78	1,399.15	1,399.15	1,399.15	1,233.15	1,233.15	1,233.15	1,233.15	1,233.15	1,209.15
Industrial	3,159.00	3,159.00	3,159.00	2,698.50	2,698.50	2,698.50	2,698.50	2,604.63	2,522.50	2,522.50	2,522.50	2,522.50
Laundry	409.80	409.80	409.80	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50
Motels	1,900.98	1,900.98	1,900.98	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15
Public Facility	5,778.70	5,778.70	5,791.94	4,890.30	4,890.30	4,890.30	4,516.34	4,866.03	4,890.30	4,890.30	4,537.30	4,890.30
Residential SF	49,942.61	50,044.20	49,976.08	41,912.43	41,664.79	41,855.48	41,765.93	41,683.16	41,448.09	41,603.58	41,525.72	41,586.64
Small Business	6,150.75	6,150.75	6,119.88	5,168.77	5,159.95	5,159.95	5,159.95	5,145.62	5,182.00	5,190.82	5,158.47	5,159.95
Mble Hm/Trailers	2,643.72	2,643.72	2,643.72	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10
City Accounts	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL METER REVENUE	80,594.84	81,123.39	80,675.10	67,828.96	67,570.98	67,765.35	67,129.22	67,262.04	67,052.70	67,227.00	66,701.44	67,067.57
TOTAL BILLED	191,302.94	186,165.15	170,921.02	203,255.46	212,381.78	236,880.15	234,554.32	217,924.49	158,753.55	155,216.25	133,493.29	131,645.62
% of prev yr usage rev	119%	76%	80%	105%	81%	70%	89%	80%	72%	87%	76%	60%
% of prev yr ttl rev	114%	113%	91%	79%	78%	78%	83%	80%	79%	92%	78%	78%

*CITY OF WILLITS
WATER USAGE COMPARISONS*

WATER BILLING UNITS	Jan-14	Dec-13	Nov-13	Oct-13	Sep-13	Aug-13	Jul-13	Jun-13	May-13	Apr-13	Mar-13	Feb-13
Apartment MF	1,949	2,054	2,042	2,526	3,303	4,131	3,527	3,587	3,392	1,987	1,785	1,918
Large Business	306	399	345	339	428	706	468	414	506	496	287	270
Churches	76	116	160	220	309	573	433	381	254	163	80	79
Restaurants & Bar	684	879	770	852	945	1,286	1,052	1,067	932	738	635	992
Grocery	258	370	294	387	277	425	327	333	303	261	272	333
Hospital	490	555	535	953	1,336	1,720	1,387	1,155	923	439	350	437
Industrial	424	605	671	705	1,062	943	1,006	1,135	747	562	473	567
Laundry	376	396	381	349	326	351	306	339	356	350	313	387
Motels	525	630	678	821	851	1,125	891	860	722	615	530	569
Public Facility	464	1,410	3,634	1,719	2,992	3,272	2,914	3,246	2,391	924	678	780
Residential SF	9,328	13,404	10,320	11,626	14,978	20,595	16,297	16,621	9,557	9,765	8,752	10,614
Small Business	1,071	1,636	1,466	1,458	1,929	2,087	1,788	1,873	1,745	1,215	1,174	1,278
Mble Hm/Trailers	1,529	1,139	1,639	1,724	2,185	2,782	2,315	2,143	2,071	1,532	1,430	1,788
City Accounts	209	562	556	1,388	794	825	1,029	815	785	1,337	347	356
TOTAL UNITS	17,689	24,155	23,491	25,067	31,715	40,821	33,740	33,969	24,684	20,384	17,106	20,368
% of prev year	95%	133%	108%	77%	93%	105%	94%	99%	103%	107%	90%	109%
% of two year prior	84%	117%	112%	114%	80%	113%	109%	121%	108%	94%	91%	115%

WATER BILLING MONTHLY USAGE REVENUE	Jan-14	Dec-13	Nov-13	Oct-13	Sep-13	Aug-13	Jul-13	Jun-13	May-13	Apr-13	Mar-13	Feb-13
Apartment MF	11,686.55	13,010.60	12,179.35	15,168.30	19,957.60	25,324.80	21,508.40	21,793.60	20,579.80	11,805.40	10,582.70	11,604.15
Large Business	1,833.15	2,391.15	2,070.00	2,031.15	2,568.00	4,233.15	2,808.00	2,481.15	3,027.45	2,967.25	1,713.45	1,610.25
Churches	456.00	696.00	960.00	1,320.00	1,854.00	3,438.00	2,598.00	2,286.00	1,524.00	978.00	480.00	474.00
Restaurants & Bar	4,094.05	5,276.65	4,615.45	5,114.65	5,670.85	7,832.45	6,325.85	6,396.30	5,586.30	4,419.25	3,804.30	5,946.30
Grocery	1,548.00	2,220.00	1,764.00	2,322.00	1,662.00	2,550.00	1,962.00	1,998.00	1,818.00	1,566.00	1,632.00	1,998.00
Hospital	2,931.45	3,321.05	3,162.65	5,574.25	8,318.65	10,320.00	8,322.00	6,930.00	5,538.00	2,634.00	2,100.00	2,622.00
Industrial	2,544.00	3,630.00	4,026.00	4,230.00	6,372.00	5,658.00	6,036.00	6,810.00	4,482.00	3,372.00	2,838.00	3,402.00
Laundry	2,256.00	2,376.00	2,286.00	2,094.00	1,956.00	2,106.00	1,836.00	2,034.00	2,136.00	2,100.00	1,878.00	2,322.00
Motels	3,150.00	3,780.00	4,068.00	4,926.00	5,106.00	6,750.00	5,346.00	5,160.00	4,332.00	3,690.00	3,180.00	3,414.00
Public Facility	2,784.00	8,364.00	8,640.00	8,304.00	16,530.00	19,632.00	13,728.00	14,538.00	10,908.00	4,818.00	3,744.00	4,614.00
Residential SF	44,524.15	75,619.90	50,734.95	58,587.10	83,000.85	125,892.35	92,037.45	94,401.70	43,905.05	46,405.75	40,054.95	51,957.30
Small Business	6,438.90	9,839.35	8,786.85	8,734.90	11,580.25	12,520.65	10,714.90	11,238.65	10,449.45	7,275.15	7,026.50	7,653.75
Mble Hm/Trailers	9,174.00	6,834.00	9,834.00	10,344.90	13,110.00	16,692.00	13,890.00	12,858.00	12,426.00	9,192.00	8,580.00	10,728.00
City Accounts												
TOTAL USAGE REVENUE	93,420.25	137,358.70	113,127.25	128,751.25	177,686.20	242,949.40	187,112.60	188,925.40	126,712.05	101,222.80	87,613.90	108,345.75

METER REVENUE	Jan-14	Dec-13	Nov-13	Oct-13	Sep-13	Aug-13	Jul-13	Jun-13	May-13	Apr-13	Mar-13	Feb-13
Apartment MF	4,230.10	3,734.10	4,230.10	4,230.10	4,230.10	4,340.10	4,222.27	4,221.10	4,165.60	4,165.60	4,247.00	4,221.10
Large Business	1,135.95	1,143.30	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,223.95	1,311.95	1,311.95
Churches	684.35	684.35	684.35	684.35	684.35	688.02	684.35	684.35	684.35	684.35	684.35	684.35
Restaurants & Bar	1,145.30	1,150.44	1,167.35	1,167.35	1,167.35	1,176.60	1,179.17	1,188.40	1,188.40	1,173.70	1,188.40	1,188.40
Grocery	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85
Hospital	1,199.15	1,139.15	1,209.15	1,199.15	1,704.91	754.10	754.10	754.10	754.10	754.10	754.10	754.10
Industrial	2,522.50	2,522.50	2,522.50	2,522.50	2,522.50	2,522.50	2,522.50	2,515.10	2,467.00	2,291.00	2,323.34	2,313.05
Laundry	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50
Motels	1,588.15	1,235.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15	1,588.15
Public Facility	4,394.30	4,890.30	4,890.30	4,890.30	4,881.48	4,868.25	4,893.97	4,890.30	4,537.30	4,618.80	4,618.80	4,794.80
Residential SF	41,531.49	41,920.28	41,789.50	41,753.45	41,460.72	41,931.67	41,653.80	41,671.37	41,635.35	41,379.86	41,684.34	41,369.15
Small Business	5,121.35	5,211.40	5,222.42	5,187.13	5,199.63	5,213.60	5,203.32	5,184.94	5,226.10	5,182.00	5,224.63	5,161.42
Mble Hm/Trailers	2,203.10	1,100.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10	2,203.10
City Accounts												
TOTAL METER REVENUE	66,478.09	65,453.42	67,365.22	67,283.88	67,500.59	67,144.39	66,763.03	66,759.21	66,307.75	65,986.96	66,550.51	66,311.92
TOTAL BILLED	159,898.34	202,812.12	180,492.47	196,035.13	245,186.79	310,093.79	253,875.63	255,684.61	193,019.80	167,209.76	154,164.41	174,657.67
% of prev yr usage rev	93%	142%	95%	68%	87%	103%	88%	93%	96%	100%	85%	108%
% of prev yr ttl rev	87%	112%	99%	103%	80%	110%	102%	119%	111%	99%	97%	114%



City of Willits Sales Tax Digest Summary

Collections through December 2015
Sales through September 2015 (2015Q3)

CALIFORNIA'S ECONOMIC OUTLOOK

California sales tax receipts increased by 2.4% over the same quarter from the previous year, with Northern California reporting a 1.8% increase compared to 2.8% for Southern California. Receipts for the City of Willits changed by 9.5% over the same periods.

How are prices affecting Sales Tax Revenues? The Annual Inflation Rate (CPI-U Western Region) in November edged down to 1.5% from 1.7% in November of 2014, due in part to lower gasoline prices. The overall annual inflation rate of 1.5% includes two segments that are increasingly using up more and more of California resident's disposable income and generally don't generate sales tax revenues: Housing 3.4% and Medical Care 3.4%. The Annual Inflation Rate for segments that generally do generate sales tax: Commodities less Food $-(2.4)\%$, Nondurables $-(2.0)\%$, Motor Fuel $-(18.7)\%$ and Food and Beverages 1.6%. (Bureau of Labor Statistics)

Where are Sales Tax Revenues growing? Retail Sales grew by 7.9% during the holiday season, excluding autos and gas. (SpendingPulse) Double-digit growth in furniture sales shows that consumers have more disposable income and are willing to splurge on big ticket items. (MasterCard Advisors)

LOCAL RESULTS

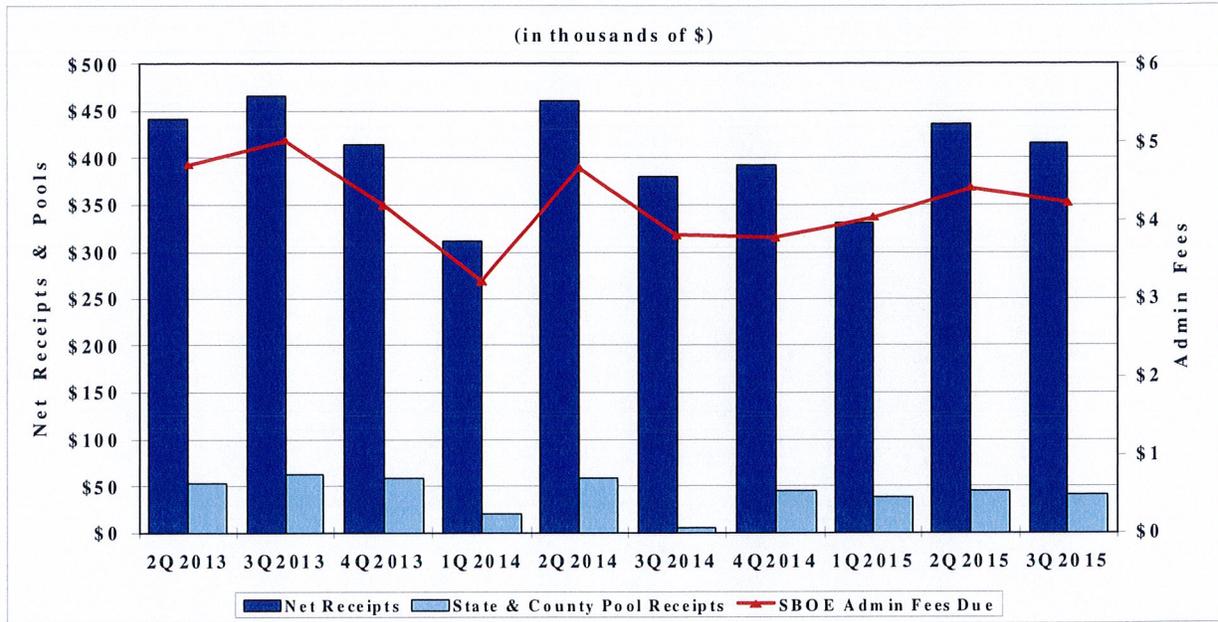
Net Cash Receipts Analysis

Local Collections	\$379,648
Share of County Pool (11.73%)	40,560
Share of State Pool (.03%)	70
SBE Net Collections	420,278
Less: Amount Due County 0.0%	.00
Less: Cost of Administration	(4,230)
Net 3Q2015 Receipts	416,048
Net 3Q2014 Receipts	379,859
Actual Percentage Change	9.5%

Business Activity Performance Analysis

Local Collections	\$379,648
Less: Payments for Prior Periods	(5,459)
Preliminary 3Q2015 Collections	374,189
Projected 3Q2015 Late Payments	435
Projected 3Q2015 Final Results	374,624
Actual 3Q2014 Results	377,661
Projected Percentage Change	-.8%

HISTORICAL CASH COLLECTIONS ANALYSIS BY QUARTER



TOP 25 SALES/USE TAX CONTRIBUTORS

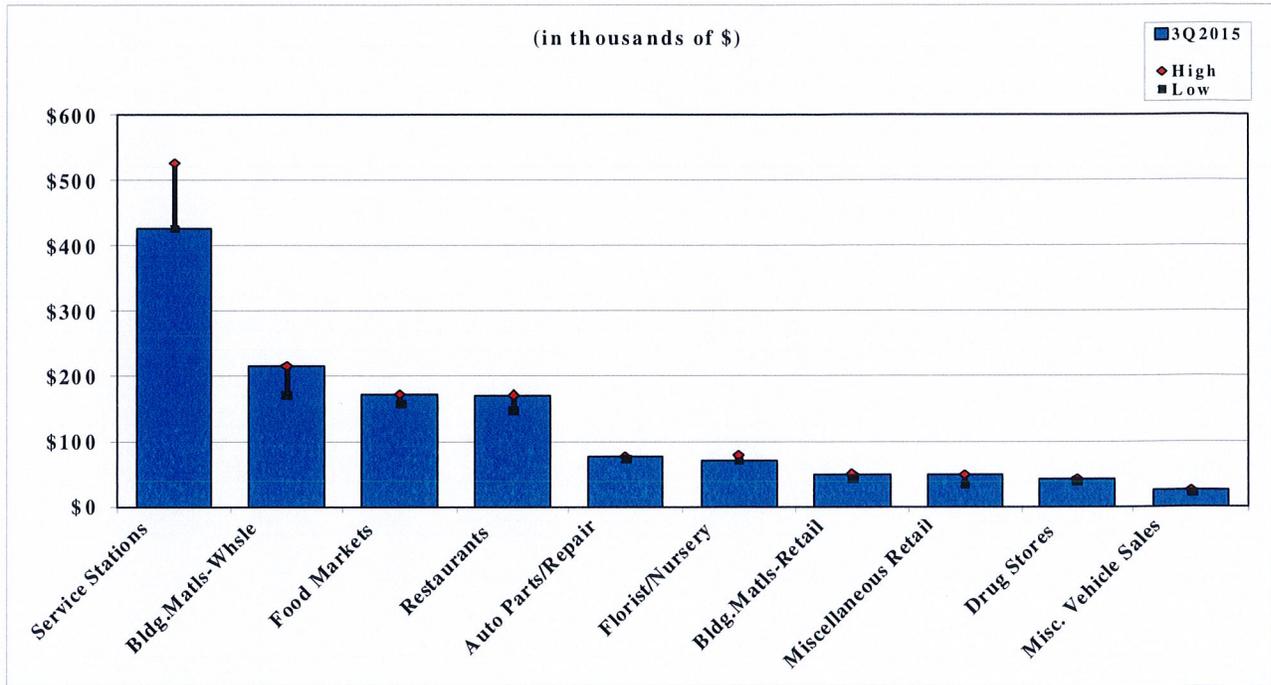
The following list identifies Willits's Top 25 Sales/Use Tax contributors. The list is in alphabetical order and represents sales from October 2014 to September 2015. The Top 25 Sales/Use Tax contributors generate 70.8% of Willits's total sales and use tax revenue.

ARCO AM/PM MINI MARTS	PETERSON TRACTOR
BROWN'S CORNERS SERVICE STATIO	REDWOOD COAST FUELS
CHEVRON SERVICE STATIONS	REDWOOD TREE SERVICE STATIONS
COAST HARDWARE TRUE VALUE	RITE AID DRUG STORES
FLYERS SERVICE STATIONS	SAFEWAY SERVICE STATIONS
GROCERY OUTLET BARGAIN MARKET	SAFEWAY STORES
J.D. REDHOUSE & COMPANY	SHELL SERVICE STATIONS
LES SCHWAB TIRE CENTERS	SPARETIME SUPPLY
LITTLE LAKE AUTO PARTS	TACO BELL
MCDONALD'S RESTAURANTS	VILLAGE MARKET & LIQUOR
MENDO MILL & LUMBER COMPANY	VILLAGE MARKET & LIQUOR SERVIC
NORCAL RECYCLED ROCK/AGGREGATE	WILLITS POWER EQUIPMENT
ONE-O-ONE TRAILER & RV	

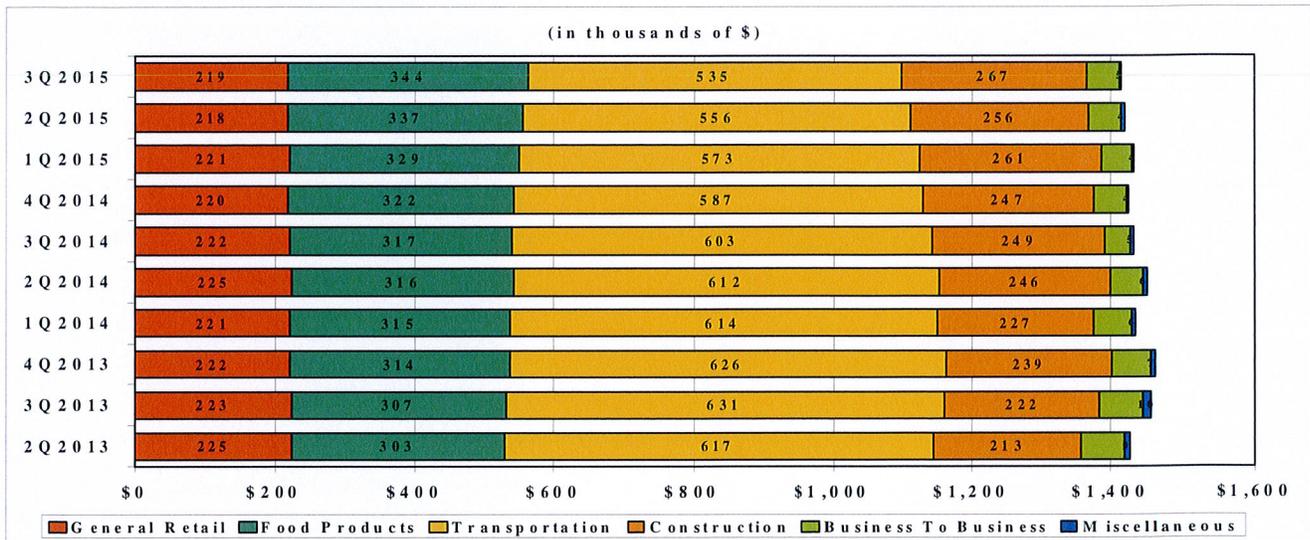
City of Willits

HISTORICAL SALES TAX AMOUNTS

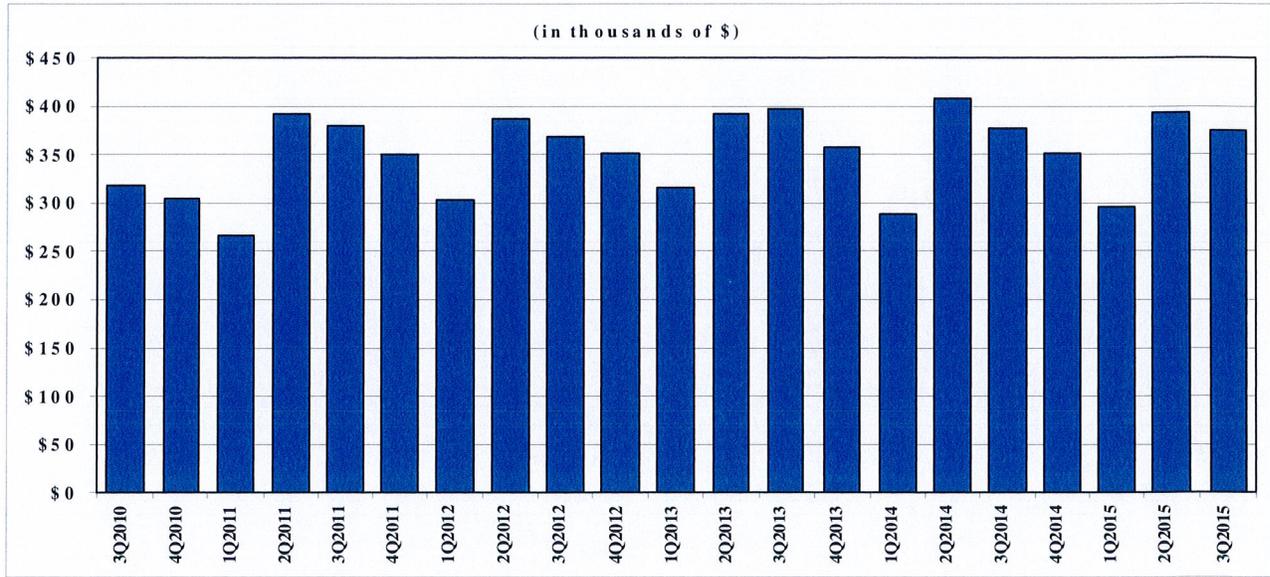
The following chart shows the sales tax level from sales through September 2015, the highs, and the lows for each segment over the last two years.



ANNUAL SALES TAX BY BUSINESS CATEGORY

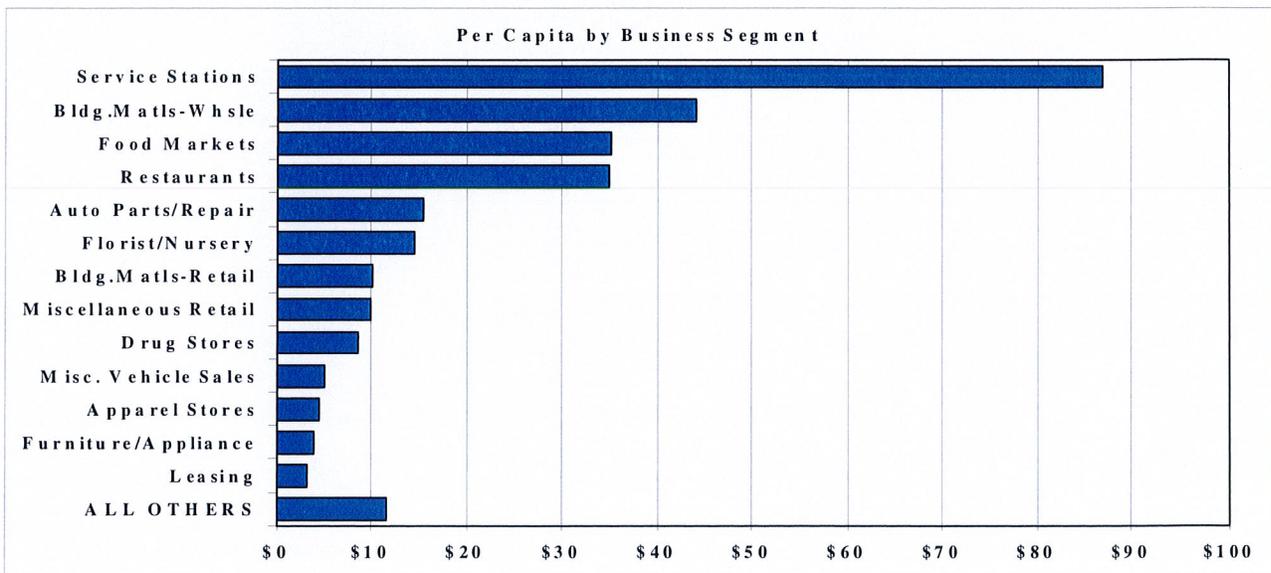


FIVE-YEAR ECONOMIC TREND: All Businesses



PER CAPITA BY BUSINESS SEGMENT

This chart shows sales tax per capita from business segments from July 2014 to June 2015.

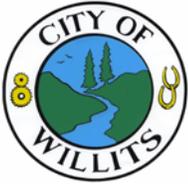


FINAL RESULTS: April-June 2015 Sales

Local Net Cash Collections	\$435,398
Less: Pool Amounts	(\$40,792)
Less: Prior Quarter Payments	(\$5,920)
Add: Late Payments	\$4,305
Local Net Economic Collections after Adjustments	<hr/> \$392,990
Percent Change from April-June 2014 Sales	DOWN BY 3.7%

MUNISERVICES' ON-GOING AUDIT RESULTS

This Quarter	\$8,574
Total to Date	\$790,920



Item No. 9d(1)

Meeting Date: February 10, 2016

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Rod Wilburn, Public Works Director

Agenda Title: DISCUSSION AND POSSIBLE ACTION APPROVING PLANS AND SPECIFICATIONS FOR MAIN STREET WATER LINE REPLACEMENT PROJECT, PHASE III (PROJECT NO. 2016-01), AND AUTHORIZING ADVERTISEMENT FOR BIDS

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 10 min.

Summary of Request: The Main Street Water Line Replacement Project is a phased project that began with Phase I in 2007, which replaced water main pipe between West Valley Street and Commercial Street. Phase II, which consisted of crossing Main Street and replacing the remaining 10" steel water main between Commercial and State Streets, was completed in 2015. The third and final phase will replace the existing 6" AC water main between State Street and Casteel Lane with 12" ductile iron pipe. The crossing at Mill Creek will be accomplished with the use of a hanger system similar to the current configuration. All of the three existing hydrants will be replaced, along with all existing copper water services and existing outdated meters. All concrete and asphalt improvements removed will be replaced per City Standards.

A plan overview is attached for Council review and approval. Phase III is scheduled to begin construction on June 1, 2016 and end on August 30, 2016.

This will be a large Public Works project requiring a substantial amount of staff time for bidding and construction management.

The estimated cost of construction is \$905,250. Materials testing will cost an additional \$5,000, for a total estimated cost of \$910,250. An overview of the plan is attached for Council review.

Recommended Action: Authorize advertisement for bids for the Main Street Water Line Replacement Project, Phase III (Project No. 2016-01).

Alternative(s): No alternatives are recommended at this time.

Fiscal Impact: The estimated cost of construction is \$905,250, plus \$5,000 for materials testing, which brings the total estimated cost of the proposed project to \$910,250. The entire cost of this project is budgeted (Water Enterprise Fund, 503-5031-4003-003) in the 15/16 fiscal year; however, it is estimated that 25% (\$227,563) of the project will be paid for in FY 15/16, leaving the remaining estimated 75% (\$682,687) to be paid for in FY 16/17.

Personnel Impact: Substantial staff time will be required to administer the bid process, contracting, construction management, construction inspection, construction staking, and construction engineering.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

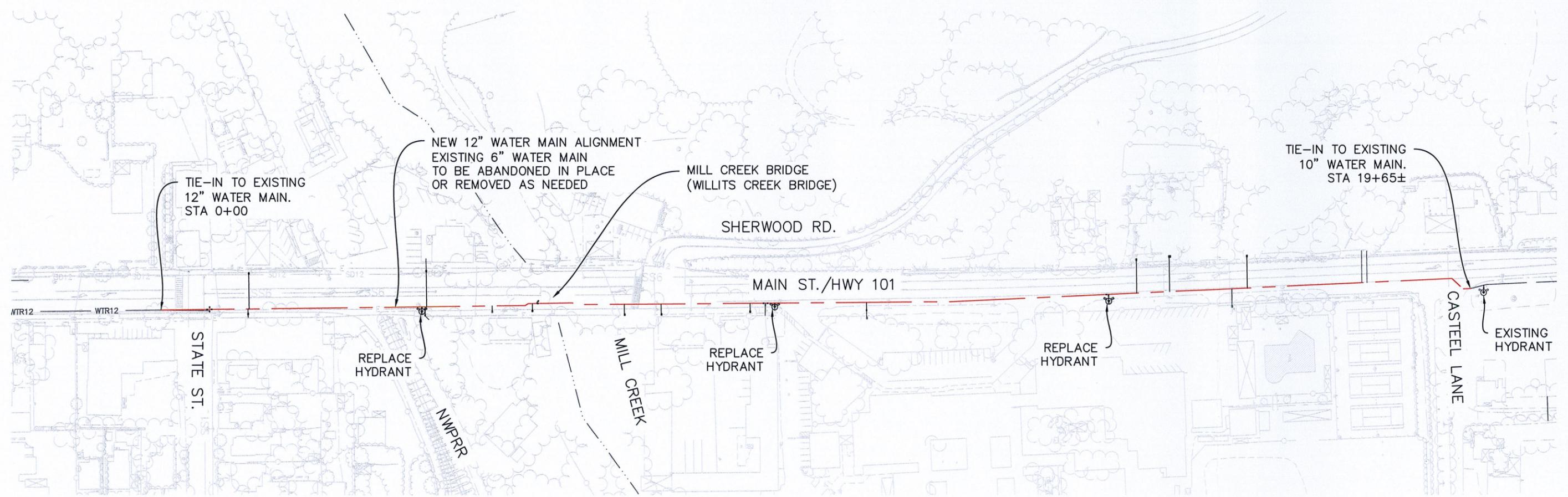
Records: Agreement Resolution # _____ Ordinance # _____ Other _____

MAIN STREET WATER MAIN REPLACEMENT PROJECT, PHASE III OVERVIEW



PLAN VIEW

SCALE: 1"=150'



NOTES:

- TOTAL LENGTH OF LINE REPLACED = 1965'±
- BRIDGE CROSSING LENGTH = 30'
- TOTAL SERVICES REPLACED = 15
- TOTAL HYDRANTS REPLACED = 3