

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

**WILLITS CITY COUNCIL
AGENDA
JANUARY 11, 2012 ♦ 6:00 P.M. ♦ COUNCIL CHAMBERS**

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call

2. **PUBLIC MATTERS**

3. **PUBLIC COMMUNICATIONS**

Council welcomes participation in its meetings. Comments shall be limited to five 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.

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:

a. City Council Minutes:

- December 13, 2011 (Special Meeting)
- December 14, 2011 (Special Meeting)
- December 14, 2011

b. Disbursements Journals:

- Warrant Nos. 19099-19111, Totaling \$46,820.26
- Warrant Nos. 19112-19201, Totaling \$728,512.25
- Warrant Nos. 19202-19214, Totaling \$39,220.89
- Warrant Nos. 19215-19288, Totaling \$196,999.12

c. Building Inspection Activity Reports – December 2012

d. Response to Mendocino County Grand Jury Report Titled “Breaking News: Big Changes Coming for Redevelopment Agencies?”

5. **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.

6. **COMMISSIONS, AGENCIES AND AUTHORITIES**

The City of Willits City Council meets concurrently as the City of Willits Community Development Agency and Planning Commission.

a. **SITTING AS THE PLANNING COMMISSION OF THE CITY OF WILLITS** – Discussion and Possible Action to Name the Private Road Serving the New Frank R. Howard Memorial Hospital, “Marcela Drive”

7. **OLD BUSINESS**
8. **CITY MANAGER REPORTS AND RECOMMENDATIONS**
 - a. Discussion and Possible Action to Approve Relinquishment Agreement Between City of Willits and California Department of Transportation (Caltrans)
 - b. Other Reports – Verbal/No Action
9. **DEPARTMENT RECOMMENDATIONS**
 - a. Police Chief
 - b. City Planner
 - c. City Attorney
 - d. Public Works Director
 - e. City Engineer
 - f. Finance Director/City Treasurer
 - g. City Clerk/Human Resources Director
10. **CITY COUNCIL AND COMMITTEE REPORTS**
 - a. Mendocino Council of Governments (MCOG)
 - b. Local Agency Formation Commission (LAFCO)
 - c. Mendocino Transit Authority (MTA)
 - d. Revit-ED Committee
 - e. Mendocino Solid Waste Management Authority-Joint Powers Authority (MSWMA-JPA)
 - f. Economic Development and Financing Corporation (EDFC)
 - g. League of California Cities
 - h. Water Resources Committee
 - i. Sewer System Committee
 - j. Finance Committee
 - k. Caltrans Ad Hoc Committee
 - l. Other Committee Reports
11. **COUNCIL MEMBER REPORTS AND RECOMMENDATIONS**
 - a. Mayor's Appointments to City Committees, Boards and Agencies for 2012
12. **ENACTMENT OF ORDINANCES**
13. **GOOD & WELFARE**
14. **CLOSED SESSION NOTICE**
 - a. Conference with Legal Counsel Pursuant to Government Code §54956.9 – Existing Litigation: People of the State of California and the City of Willits v. Remco Hydraulics, Inc., et al. (United States District Court – Northern District of California, Case No. C-96-6283 SI 12/22/2000)
 - b. Conference with Legal Counsel Pursuant to Government Code §54956.9 – Existing Litigation: Brooktrails Township Community Services District, a Public Agency vs. City of Willits, a General Law City; and DOES 1 through 100, Inclusive; Case No. SCUJ CVG-1056037
 - c. Pursuant to Government Code §54957 – Public Employee Performance Evaluation – City Manager
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 6th day of January, 2012.
Adrienne Moore, City Clerk*

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and need disability-related modifications or accommodations to participate in this meeting, please contact Adrienne Moore, City Clerk, at (707) 459-4601 or cityclerk@willitscity.com. Requests for such modifications or accommodations must be made at least two full business days prior to the meeting.

ADDITIONAL MEETING INFORMATION FOR INTERESTED PARTIES

Materials related to an item on this Agenda submitted to the Willits City Council, Planning Commission, or Community Development Agency after distribution of the agenda packet are available for public inspection at City Clerk's office at 111 E. Commercial Street, Willits, during normal business hours.

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
18996	11/15/11	PUBLIC SAFETY	4568 COURSE TUITION	330.00	CR	513027 12990		P M H	100.1020.2106.000
19099	12/02/11	WELLS FARGO FINAN CIA	4249 PRINCIPAL	1,329.41		513028 7844304805		P N H	501.5013.3001.000
19099	12/02/11	WELLS FARGO FINAN CIA	4249 INTEREST	139.45		513028 7844304805		P N H	501.5013.3002.000
19099	12/02/11	WELLS FARGO FINAN CIA	4249 TAX	113.83		513028 7844304805		P N H	501.5013.3010.000
				1,582.69		*CHECK TOTAL			
19100	12/02/11	STATE WATER RES CONT	468 WASTEWATER OP RENEWAL	170.00		513029 111130		P N H	501.5013.2001.003
19101	12/05/11	PUBLIC SAFETY	4568 COURSE TUITION	330.00		513026 12990		P M H	100.1020.2106.000
19102	12/05/11	SCOFIELD/MIKE	4481 125 PLAN - FLEX ONE	400.11		513030 111205		P N H	690.246
19103	12/07/11	HAROLD G WAGENET	4303 2011 CRAFT FAIR	100.00		513023 3089		P M H	600.601
19104	12/07/11	PERPETUAL ENERGY SYS	4254 WATER PLANT SOLAR	11,126.95		513024 WIL-1110		P N H	503.5033.2110.000
19105	12/07/11	PETTY CASH	123 INTERVIEW PANEL LUNCH	64.55		513025 111207		P N H	100.1005.2055.000
19106	12/09/11	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00		513031 111209		P N H	690.237
19107	12/09/11	AFLAC	4036 125 PLAN POLICY PRE	1,003.21		513032 193655		P N H	690.246
19108	12/09/11	HARTFORD LIFE INSURA	709 DEFERRED COMPENSATI	2,545.00		513033 111209		P N H	690.236
19109	12/09/11	MENDOCINO CHILD SUPP	1057 CHILD SUPPORT	295.00		513034 111209		P N H	690.233
19110	12/09/11	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	460.66		513035 111209		P N H	690.233
19111	12/09/11	PERS	256 EMPLOYER CONTRIBUT	21,260.58		513036 111209		P N H	690.229
19111	12/09/11	PERS	256 EMPLOYEE CONTRIBUTI	7,461.51		513036 111209		P N H	690.230
				28,722.09		*CHECK TOTAL			
GENERAL CHECK FORM			TOTAL	46,820.26					

Disbursements Journal

WARRANT DATE VENDOR

DESCRIPTION

AMOUNT

CLAIM

INVOICE

PO#

F 9 S ACCOUNT

REPORT TOTALS:

46,820.26

RECORDS PRINTED - 000017

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
19112	12/15/11	ACME HOME ELEVATOR-B	4474 MAINTENANCE AGREEME	1,232.00	512911	1271161		P N W 600.601
19113	12/15/11	ACS	1432 MONTHLY NEWVISION T	3,255.13	512899	731871		P N W 100.1003.2041.000
19114	12/15/11	ALPHA ANALYTICAL LAB	7 SEWER PLANT TESTING	488.00	512901	1110850		P N W 501.5013.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 SEWER PLANT TESTING	488.00	512902	1111385		P N W 501.5013.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	165.00	512903	1110761		P N W 503.5033.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	90.00	512904	1111082		P N W 503.5033.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	45.00	512905	1111223		P N W 503.5033.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	165.00	512906	1111451		P N W 503.5033.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	50.00	512907	1111511		P N W 503.5033.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	90.00	512908	1111538		P N W 503.5033.2061.015
19114	12/15/11	ALPHA ANALYTICAL LAB	7 WATER PLANT TESTING	150.00	512909	1111678		P N W 503.5033.2061.015
				1,731.00	*CHECK TOTAL			
19115	12/15/11	ANDERSON/STEVE	4427 WATER COMPRESSOR RE	1,077.49	512897	65378		P N W 503.5033.2041.000
19116	12/15/11	ARAMARK UNIFORM SERV	4065 MATS/RAGS/MOPS	334.71	512900	111125		P N W 100.1016.2199.000
19116	12/15/11	ARAMARK UNIFORM SERV	4065 MATS/RAGS	213.76	512900	111125		P N W 501.5013.2199.000
19116	12/15/11	ARAMARK UNIFORM SERV	4065 MATS	5.94	512900	111125		P N W 100.1040.2081.030
19116	12/15/11	ARAMARK UNIFORM SERV	4065 MATS	5.94	512900	111125		P N W 100.1042.2081.030
				560.35	*CHECK TOTAL			
19117	12/15/11	AT&T	4123 POLICE DEPARTMENT	818.41	512898	111203		P N W 100.1020.2015.000
19117	12/15/11	AT&T	4123 PUBLIC WORKS	118.31	512898	111203		P N W 100.1040.2015.000
19117	12/15/11	AT&T	4123 ENGINEERING	118.31	512898	111203		P N W 100.1042.2015.000
19117	12/15/11	AT&T	4123 POOL	14.36	512898	111203		P N W 100.1030.2015.000
19117	12/15/11	AT&T	4123 SEWER PLANT	94.08	512898	111203		P N W 501.5013.2015.000
19117	12/15/11	AT&T	4123 WATER PLANT	66.22	512898	111203		P N W 503.5030.2015.000
19117	12/15/11	AT&T	4123 AIRPORT	31.22	512898	111203		P N W 500.5001.2110.000
19117	12/15/11	AT&T	4123 WCAC	30.45	512898	111203		P N W 600.601
19117	12/15/11	AT&T	4123 4601-2-3 40%	296.89	512898	111203		P N W 100.1002.2015.000
19117	12/15/11	AT&T	4123 24%	178.13	512898	111203		P N W 206.2060.2015.000
19117	12/15/11	AT&T	4123 12%	89.06	512898	111203		P N W 210.2100.2015.000
19117	12/15/11	AT&T	4123 12%	89.06	512898	111203		P N W 100.1015.2015.000
19117	12/15/11	AT&T	4123 12%	89.06	512898	111203		P N W 100.1010.2015.000
19117	12/15/11	AT&T	4123 PLANNING 9341 1/3	10.51	512898	111203		P N W 206.2060.2015.000
19117	12/15/11	AT&T	4123 1/3	10.50	512898	111203		P N W 100.1010.2015.000
19117	12/15/11	AT&T	4123 1/3	10.50	512898	111203		P N W 210.2100.2015.000
				2,065.07	*CHECK TOTAL			
19118	12/15/11	ATWOOD/JEANNIE	.08880 WATER DEPOSIT REFUND	72.79	512910	10403730002		P N W 503.111
19119	12/15/11	BARTER/NICHOLAS	.08883 WATER DEPOSIT REFUND	32.71	512915	10103430103		P N W 503.111
19120	12/15/11	BIASCA/JANET	.08882 WATER DEPOSIT REFUND	11.44	512914	10201910005		P N W 503.111
19121	12/15/11	BOGNER/JOHN	.08881 WATER DEPOSIT REFUND	4.12	512913	10102800003		P N W 503.111

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19122	12/15/11	BROOKTRAILS TOWNSHIP	491 AP WATER & SEWER	98.11	512912	CIT0001		P N W	500.5001.2110.000
19123	12/15/11	C. OVERAA & CO.	4515 USDA-WWTP CONSTRU	540,455.00	512916	BILLING 15-NOV		P N W	430.4330.4003.000
19124	12/15/11	C.A.P.E.	4685 ANNUAL DUES	45.00	512922	111213		P N W	100.1020.2050.000
19125	12/15/11	CAVALLARI/JOANNE	4469 MILEAGE UKIAH ROUND TR	27.75	512920	111201		P N W	501.5017.6001.000
19125	12/15/11	CAVALLARI/JOANNE	4469 MILEAGE UKIAH ROUND TR	27.75	512920	111201		P N W	501.5017.6001.000
19125	12/15/11	CAVALLARI/JOANNE	4469 NEW KEYBOARD	32.31	512920	111201		P N W	100.1003.2055.000
				87.81	*CHECK TOTAL				
19126	12/15/11	CHOQUETTE/GERARD	.08884 WATER DEPOSIT REFUND	20.48	512918	10202140003		P N W	503.111
19127	12/15/11	CLEARLY MENDOCINO WA	4221 WATER NOVEMBER 2011	56.00	512925	111130		P M W	100.1020.2199.000
19128	12/15/11	COAST HARDWARE	31 MISC TOOLS & PARTS	57.61	512926	111130		P N W	100.1050.2101.045
19128	12/15/11	COAST HARDWARE	31 MISC SUPPLIES	16.67	512926	111130		P N W	100.1041.2101.045
19128	12/15/11	COAST HARDWARE	31 HARDWARE	33.81	512926	111130		P N W	501.5013.2041.000
19128	12/15/11	COAST HARDWARE	31 MISC SUPPLIES	8.07	512926	111130		P N W	100.1050.2101.045
19128	12/15/11	COAST HARDWARE	31 MISC SUPPLIES	3.21	512926	111130		P N W	503.5031.2041.000
19128	12/15/11	COAST HARDWARE	31 HARDWARE	7.95	512926	111130		P N W	501.5011.2044.000
19128	12/15/11	COAST HARDWARE	31 HARDWARE	18.31	512926	111130		P N W	206.2060.2101.045
				145.63	*CHECK TOTAL				
19129	12/15/11	COMCAST	4575 CITY HALL INTERNET	100.29	513012	111204		P N W	100.1003.2041.000
19130	12/15/11	COUNTY OF MENDOCINO	33 JC ELECTRIC SVC-OCTOB	970.46	512923	2011-10		P N W	100.1020.2110.000
19130	12/15/11	COUNTY OF MENDOCINO	33 JC WATER SVC-OCTOBER	79.80	512923	2011-10		P N W	100.1020.2110.000
19130	12/15/11	COUNTY OF MENDOCINO	33 JC GARBAGE SVC-OCTOBER	72.67	512923	2011-10		P N W	100.1020.2110.000
				1,122.93	*CHECK TOTAL				
19131	12/15/11	COUNTY OF MENDOCINO	4133 MO SVC AGREE-NOVEMBER	660.00	512924	201111-2		P N W	100.1020.2081.030
19131	12/15/11	COUNTY OF MENDOCINO	4133 HOURLY SUPPORT-NOVEMB	507.28	512924	201111-2		P N W	100.1020.2081.030
19131	12/15/11	COUNTY OF MENDOCINO	4133 SERVICE CREDIT-NOVEMB	250.00CR	512924	201111-2		P N W	100.1020.2081.030
				917.28	*CHECK TOTAL				
19132	12/15/11	COUNTY OF MENDOCINO	4287 11/12 REHIT SUPPORT	3,152.00	512954	111205		P N W	100.1025.2081.030
19133	12/15/11	CRAWFORD SIGNS	4070 WCAC BANNER	172.40	512917	2011275		P M W	600.601
19134	12/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	293.86	512921	111201		P N W	100.1002.2055.000
19134	12/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	30.81	512921	111201		P N W	503.5033.2055.000
19134	12/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	63.04	512921	111201		P N W	100.1040.2055.000
19134	12/15/11	CURRY'S DISCOUNT INC	4198 OTHER DEPT EXPENSE	21.57	512921	111201		P N W	100.1041.2101.045
19134	12/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	59.74	512921	111201		P N W	100.1042.2055.000
19134	12/15/11	CURRY'S DISCOUNT INC	4198 INVESTIGATIONS	71.57	512921	111201		P N W	100.1022.2101.031
19134	12/15/11	CURRY'S DISCOUNT INC	4198 MISC OFFICE SUPPLIES	228.07	512921	111201		P N W	100.1020.2050.000
				768.66	*CHECK TOTAL				

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19135	12/15/11	DAVIS HAMMON & COMPA	366 PROFESSIONAL SERVICES	126.00	512930	130		P M W	100.1003.2081.030
19136	12/15/11	DE LAGE LANDEN PUBLI	4183 EQUIP LEASE/RENT/MAINT	85.57	512931	11730878		P N W	100.1040.2095.000
19136	12/15/11	DE LAGE LANDEN PUBLI	4183 EQUIP LEASE/RENT/MAINT	85.57	512931	11730878		P N W	100.1042.2095.000
				171.14	*CHECK TOTAL				
19137	12/15/11	DEEP VALLEY SECURITY	40 POLICE ALARM SYS DEC	200.00	512927	213465		P N W	100.1020.2081.030
19137	12/15/11	DEEP VALLEY SECURITY	40 SHOP SECURITY	22.00	512928	213689		P N W	100.1041.2081.030
19137	12/15/11	DEEP VALLEY SECURITY	40 PW SECURITY	16.48	512928	213689		P N W	100.1040.2081.030
19137	12/15/11	DEEP VALLEY SECURITY	40 ENG SECURITY	32.95	512928	213689		P N W	100.1042.2081.030
19137	12/15/11	DEEP VALLEY SECURITY	40 ENG SECURITY	16.47	512928	213689		P N W	100.1042.2081.030
				287.90	*CHECK TOTAL				
19138	12/15/11	EBA ENGINEERING INC	3985 3RD QTR MONITORING RP	295.00	513022	23220		P N W	201.2011.2081.030
19139	12/15/11	EEL RIVER FUELS	28 FUEL	4,040.17	512932	111130		P N W	100.125
19140	12/15/11	FISHER WIRELESS	4105 PD RADIO MAIN JAN 2	1,266.30	512933	826		P N W	100.1020.2041.000
19140	12/15/11	FISHER WIRELESS	4105 SUPER DUTY UPS & INST	697.42	512934	212442		P N W	100.1020.2041.000
				1,963.72	*CHECK TOTAL				
19141	12/15/11	FONSEN/KELLY	.08893 BUS LIC REFUND	20.00	513013	111215		P N W	100.1003.6650.000
19142	12/15/11	GHA TECHNOLOGIES INC	4216 RETURN	913.94CR	513014	680220-CM		P N W	100.1042.2041.000
19142	12/15/11	GHA TECHNOLOGIES INC	4216 ENG EQUIP	829.88	513015	683176		P N W	100.1042.2041.000
19142	12/15/11	GHA TECHNOLOGIES INC	4216 ENG EQUIP	829.88	513016	682808		P N W	100.1042.2041.000
				745.82	*CHECK TOTAL				
19143	12/15/11	GOSSETT ALARM, CORP.	4457 WCAC ALARM	576.00	512937	111201		P N W	600.601
19144	12/15/11	GRAF/ROLAND	.08886 WATER OVERPAYMENT	22.08	512938	10403400001		P N W	503.0503.6600.000
19145	12/15/11	GRAINGER/W.W.	173 CH PARKING LOT LAMP	86.69	512936	9676574594		P N W	100.1041.2101.045
19146	12/15/11	GRANITE CONSTRUCTION	4024 SHERWOOD RD REHAB	26,398.40	512935	203161.01R		P M W	202.2020.4003.000
19147	12/15/11	HSBC BUSINESS SOLUTI	4688 SEWER PLANT SUPPLIES	229.86	512962	24974066		P N W	501.5011.2041.000
19148	12/15/11	I.A.P.E.	4686 ANNUAL DUES	50.00	512940	91989		P N W	100.1020.2050.000
19149	12/15/11	KILLION/FRED	4607 CITY HALL JANITORIAL	800.00	512941	111211		P M W	100.1016.2061.020
19150	12/15/11	LANCE/JAMES H.	4054 BROOKTAILS LEGAL SV	9,500.00	512942	2859		P M W	501.5017.6001.000
19150	12/15/11	LANCE/JAMES H.	4054 LEGAL SERVICES	1,890.00	512943	2858		P M W	100.1004.2081.030
				11,390.00	*CHECK TOTAL				
19151	12/15/11	LES SCHWAB TIRES INC	4015 FLAT REPAIR ON LOADER	100.24	512944	635871		P N W	501.5013.2041.000
19151	12/15/11	LES SCHWAB TIRES INC	4015 TIRES DODGE DAKOTA	932.47	512945	634903		P N W	503.5031.2044.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19151	12/15/11	LES SCHWAB TIRES INC	4015 VEHICLE MAINT DAKOTA	159.98	512946	635188		P N W	503.5031.2041.000
				1,192.69	*CHECK TOTAL				
19152	12/15/11	LITTLE LAKE AUTO PAR	46 VEHICLE MAINT	44.22	512947	111130		P N W	100.1022.2044.000
19152	12/15/11	LITTLE LAKE AUTO PAR	46 EQUIP MAINT & SUPPLIES	24.21	512947	111130		P N W	100.1041.2041.000
19152	12/15/11	LITTLE LAKE AUTO PAR	46 EQUIP MAINT & PARTS	247.09	512947	111130		P N W	201.2011.2041.000
19152	12/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	283.08	512947	111130		P N W	503.5031.2044.000
19152	12/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	234.90	512947	111130		P N W	501.5011.2041.000
				833.50	*CHECK TOTAL				
19153	12/15/11	MASSOTH/THOMAS	.08894 BUS LIC REFUND	120.00	513019	5026		P N W	100.1000.2202.000
19154	12/15/11	MENDO MILL & LUMBER	101 HARDWARE	25.85	512955	111130		P N W	100.1016.2025.000
19154	12/15/11	MENDO MILL & LUMBER	101 TOOLS/PARTS	384.67	512955	111130		P N W	100.1041.2101.045
19154	12/15/11	MENDO MILL & LUMBER	101 TOOLS & MISC PARTS	38.35	512955	111130		P N W	100.1050.2101.045
19154	12/15/11	MENDO MILL & LUMBER	101 MISC TOOLS & SUPPLIES	4.79	512955	111130		P N W	100.1050.2101.045
19154	12/15/11	MENDO MILL & LUMBER	101 RETURN	8.38CR	512955	111130		P N W	200.2003.2101.045
19154	12/15/11	MENDO MILL & LUMBER	101 MISC TOOLS/SUPPLIES	37.26	512955	111130		P N W	201.2011.2101.045
19154	12/15/11	MENDO MILL & LUMBER	101 HARDWARE	20.34	512955	111130		P N W	206.2060.2101.045
19154	12/15/11	MENDO MILL & LUMBER	101 HARDWARE	75.41	512955	111130		P N W	501.5011.2010.000
19154	12/15/11	MENDO MILL & LUMBER	101 HARDWARE	1,056.08	512955	111130		P N W	501.5013.2041.000
19154	12/15/11	MENDO MILL & LUMBER	101 HARDWARE	471.45	512955	111130		P N W	503.5033.2041.000
				2,105.82	*CHECK TOTAL				
19155	12/15/11	MENDOCINO CONSTRUCTI	4500 WORK FOR EP11-014	5,047.00	512948	2168		P N W	202.2020.2101.038
19155	12/15/11	MENDOCINO CONSTRUCTI	4500 REDWOOD AVE	15,727.70	513020	2200		P N W	202.2020.4003.000
				20,774.70	*CHECK TOTAL				
19156	12/15/11	MILLER/LAUREL	4513 WCAC NOV 2011 ART SHO	117.95	512953	111104		P N W	600.601
19157	12/15/11	MOORE/ADRIENNE	4325 NOTARY BOND FILING FEE	38.00	513017	111215		P N W	100.1001.2050.000
19157	12/15/11	MOORE/ADRIENNE	4325 JANITORIAL SUPPLIES	2.14	513017	111215		P N W	100.1016.2025.000
19157	12/15/11	MOORE/ADRIENNE	4325 OFFICE SUPPLIES	9.48	513017	111215		P N W	100.1001.2055.000
				49.62	*CHECK TOTAL				
19158	12/15/11	MSC INDUSTRIAL SUPPL	4687 MISC TOOLS & PARTS	151.81	512952	58453331		P N W	100.1041.2101.045
19159	12/15/11	MUNISERVICES	1441 SALES AND USE TAX	977.51	512950	26442		P N W	100.1003.2081.030
19159	12/15/11	MUNISERVICES	1441 SALES TAX-DISTRICT	2,089.50	512951	26443		P N W	100.1003.2081.030
				3,067.01	*CHECK TOTAL				
19160	12/15/11	NEW TREND ELECTRONIC	1443 TOOLS & MISC PARTS	46.31	512957	10121262		P N W	100.1041.2101.045
19160	12/15/11	NEW TREND ELECTRONIC	1443 TOOLS & MISC PARTS	7.32	512958	10121265		P N W	100.1041.2101.045
19160	12/15/11	NEW TREND ELECTRONIC	1443 EMERGENCY LIGHTING WP	53.86	512959	10122194		P N W	503.5033.2041.000
				107.49	*CHECK TOTAL				
19161	12/15/11	NIETO/JAIME	.08887 WATER DEPOSIT REFUND	40.56	512961	10400880008		P N W	503.111

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WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
19162	12/15/11	NORRIS/CATHRINE	.08885 WATER DEPOSIT REFUND	75.00	512919	10101720002		P N W 503.111
19162	12/15/11	NORRIS/CATHRINE	.08885 WATER OVERPAYMENT	36.86	512919	10101720002		P N W 503.0503.6600.000
				111.86	*CHECK TOTAL			
19163	12/15/11	NTU TECHNOLOGIES	211 SEWER PLANT CHEMICA	6,670.00	512960	7546		P N W 501.5013.2101.034
19163	12/15/11	NTU TECHNOLOGIES	211 WATER PLANT SUPPLIES	968.00	513018	7574		P N W 503.5033.2101.034
				7,638.00	*CHECK TOTAL			
19164	12/15/11	OCE IMAGISTICS	158 COPIER MAINT	32.65	512963	131538		P M W 503.5033.2041.000
19164	12/15/11	OCE IMAGISTICS	158 LEASE/MAINT	32.59	512964	122273		P M W 100.1042.2095.000
19164	12/15/11	OCE IMAGISTICS	158 LEASE/MAINT	32.58	512964	122273		P M W 100.1040.2095.000
				97.82	*CHECK TOTAL			
19165	12/15/11	P G & E COMPANY	114 CITY HALL	1,509.38	512970	111215		P N W 100.1016.2110.000
19165	12/15/11	P G & E COMPANY	114 PD RADIO	9.17	512970	111215		P N W 100.1020.2110.000
19165	12/15/11	P G & E COMPANY	114 PUBLIC WORKS	468.41	512970	111215		P N W 100.1040.2110.000
19165	12/15/11	P G & E COMPANY	114 ENGINEERING	88.01	512970	111215		P N W 100.1042.2110.000
19165	12/15/11	P G & E COMPANY	114 PARKS	1,077.80	512970	111215		P N W 100.1050.2110.000
19165	12/15/11	P G & E COMPANY	114 STREET LIGHTS	4,833.62	512970	111215		P N W 201.2010.2110.000
19165	12/15/11	P G & E COMPANY	114 AIRPORT	257.16	512970	111215		P N W 500.5001.2110.000
19165	12/15/11	P G & E COMPANY	114 SP COLLECTION	28.28	512970	111215		P N W 501.5011.2110.000
19165	12/15/11	P G & E COMPANY	114 SEWER	13,096.00	512970	111215		P N W 501.5013.2110.000
19165	12/15/11	P G & E COMPANY	114 WATER	1,309.19	512970	111215		P N W 503.5033.2110.000
				22,677.02	*CHECK TOTAL			
19166	12/15/11	PEAT/LESTER	4281 WATER OPERATOR III	680.00	512966	111215		P M W 503.5033.2081.030
19167	12/15/11	PERPETUAL ENERGY SYS	4254 SOLAR WATER PLANT	4,207.02	512965	WILL-1111		P N W 503.5033.2110.000
19168	12/15/11	PITNEY BOWES	4507 POSTAGE	1,000.00	512967	111215		P N W 100.1002.2055.000
19169	12/15/11	PRINTING PLUS	127 POSTCARDS	150.85	512968	13720		P M W 600.601
19170	12/15/11	PROFLAME	96 SEWR PLANT SUPPLIES	16.50	512969	250717		P N W 501.5013.2199.000
19171	12/15/11	R E M I F	135 EARTHQUAKE COVERAG	30,849.00	512971	111202		P N W 100.1002.2031.000
19171	12/15/11	R E M I F	135 W/C ASSESSMENT	2,711.60	512972	111206		P N W 100.1002.2033.000
				33,560.60	*CHECK TOTAL			
19172	12/15/11	R J RICCIARDI INC	4153 AUDIT SERVICES	3,557.50	512974	7285		P N W 100.1003.2081.030
19173	12/15/11	REYNOLDS/ALLIE	.08888 WATER DEPOSIT REFUND	34.69	512973	10302530007		P N W 503.111
19174	12/15/11	RODNEY L WILBURN JR	4313 SHERWOOD RD REHAB	1,470.00	513001	015		P M W 202.2020.4003.000
19175	12/15/11	SHERMAN/DANIELLE	.08890 WATER DEPOSIT REFUND	39.72	512984	10101670001		P N W 503.111
19176	12/15/11	SIERRA DISPLAY INC	4555 HOLIDAY DECORATIONS R	211.69	512978	16050		P N W 201.2011.2041.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19177	12/15/11	SOLID WASTE OF WILLI	330 SEWER PLANT BIN SERVI	199.99	512981	85		P N W	501.5013.2199.000
19177	12/15/11	SOLID WASTE OF WILLI	330 WCAC BIN SERVICE	98.97	512982	84		P N W	600.601
19177	12/15/11	SOLID WASTE OF WILLI	330 SOLID WASTE DISPOSAL F	31.00	512983	16		P N W	201.2012.2101.045
				329.96	*CHECK TOTAL				
19178	12/15/11	SOLIS/DOUG	.08891 WATER DEPOSIT REFUND	26.30	512985	10301211403		P N W	503.111
19179	12/15/11	SPARETIME SUPPLY INC	124 TOOLS & MISC SUPPLIES	17.39	512979	24518		P N W	100.1050.2101.045
19179	12/15/11	SPARETIME SUPPLY INC	124 TOOLS & MISC PARTS	67.75	512980	241522		P N W	100.1050.2101.045
				85.14	*CHECK TOTAL				
19180	12/15/11	SPRINKLE/BRUCE	.08889 SEWER USER CHARGES	665.00	512977	111209		P N W	501.0501.6400.000
19181	12/15/11	STATE OF CALIFORNIA	843 DUI ANALYSIS OCT 2011	140.00	512975	880887		P N W	100.1020.2061.014
19181	12/15/11	STATE OF CALIFORNIA	843 LIVESCAN	32.00	512976	882045		P N W	100.1005.2061.013
				172.00	*CHECK TOTAL				
19182	12/15/11	THRIFTY SUPPLY COMPA	403 MISC TOOLS & PARTS	224.56	512986	2110597-01		P N W	100.1050.2101.045
19183	12/15/11	TONELLI/DEBRA	4542 MILEAGE-AEGIS TRAINING	59.40	512989	111213		P N W	100.1020.2105.000
19184	12/15/11	TOSHIBA	4263 COPIER LEASE	299.16	512987	111220		P N W	100.1002.2095.000
19185	12/15/11	TOSHIBA BUSINESS SOL	4242 COPIER USAGE	185.53	512988	8758913		P N W	100.1002.2095.000
19186	12/15/11	U.V.A.H. INC	1435 WCAC JANITORIAL	135.00	513021	IN10918		P N W	600.601
19187	12/15/11	UNITED PARCEL SERVIC	165 POSTAGE	50.00	512990	5382F9461		P N W	100.1040.2055.000
19187	12/15/11	UNITED PARCEL SERVIC	165 POSTAGE	65.91	512990	5382F9461		P N W	100.1042.2055.000
				115.91	*CHECK TOTAL				
19188	12/15/11	UTILITY SUPPLY OF AM	3997 POOL EQUIP MAINT & SU	615.87	512991	532796		P N W	100.1030.2041.000
19188	12/15/11	UTILITY SUPPLY OF AM	3997 POOL	39.33	512992	545960		P N W	100.1030.2041.000
19188	12/15/11	UTILITY SUPPLY OF AM	3997 POOL	32.40	512993	545966		P N W	100.1030.2041.000
19188	12/15/11	UTILITY SUPPLY OF AM	3997 POOL	247.35	512994	545972		P N W	100.1030.2041.000
				934.95	*CHECK TOTAL				
19189	12/15/11	WATERS CONSTRUCTION	175 RR AVE FIRE HYDRANT	4,500.00	513002	CWRFH#1		P N W	503.5031.2041.000
19190	12/15/11	WATSON/SHANNON	.08892 WATER DEPOSIT REFUND	2.58	512996	10302560001		P N W	503.111
19191	12/15/11	WEST	4122 LEGAL SERVICES	349.35	512995	823991069		P N W	100.1004.2050.000
19192	12/15/11	WESTGATE PETROLEUM I	4045 FUEL	2,112.98	512998	590900		P N W	501.5013.2044.000
19193	12/15/11	WHITLOCK & WEINBERGE	4271 TRAFFIC EVALUATION	5,742.00	512997	13029		P M W	201.2010.2081.030
19194	12/15/11	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	40.00	512999	111209		P N W	690.248

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
19195	12/15/11	WILLITS NEWS	179 EMPLOYMENT AD	255.90	513008	4214790		P N W 100.1005.2091.000
19195	12/15/11	WILLITS NEWS	179 EMPLOYMENT AD	152.20	513009	4215249		P N W 100.1005.2091.000
19195	12/15/11	WILLITS NEWS	179 RFP ADD	68.61	513010	4223951		P N W 100.1002.2090.000
				476.71	*CHECK TOTAL			
19196	12/15/11	WILLITS ONLINE LLC	4108 WCAC INTERNET	45.00	513000	370246		P M W 600.601
19197	12/15/11	WILLITS POWER	1245 EQUIP MAINT	50.70	513004	158703		P M W 100.1041.2041.000
19197	12/15/11	WILLITS POWER	1245 EQUIP MAINT	7.53	513005	159601		P M W 201.2011.2041.000
				58.23	*CHECK TOTAL			
19198	12/15/11	WILLITS RENTAL CENTE	4100 EQUIPMENT RENTAL	40.00	513007	WILS-CITY-A09		P N W 503.5033.2095.000
19199	12/15/11	WILLITS TIRE CENTER	183 EQUIP MAINT	2,117.60	513011	97960		P M W 100.1041.2041.000
19200	12/15/11	WINE COUNTRY WATER W	607 WATER OPERATOR TRAININ	90.00	513003	111207		P N W 503.5031.2105.000
19201	12/15/11	WINZLER & KELLY CONS	590 RR AVE CONSTRUCTION	1,304.00	513006	62422		P N W 208.2080.2101.038
GENERAL CHECK FORM								
			TOTAL	728,512.25				

Disbursements Journal

WARRANT DATE VENDOR

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REPORT TOTALS:

728,512.25

RECORDS PRINTED - 000189

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
18578	09/15/11	COUNTY OF MENDOCINO	33 JC ELEC SVC JULY 20	1,134.97CR	513137	2011-7		P N H	100.1020.2110.000
18578	09/15/11	COUNTY OF MENDOCINO	33 JC WATER SVC JULY 201	101.40CR	513137	2011-7		P N H	100.1020.2110.000
18578	09/15/11	COUNTY OF MENDOCINO	33 JC GARBAGE SVC JULY 20	72.67CR	513137	2011-7		P N H	100.1020.2110.000
18578	09/15/11	COUNTY OF MENDOCINO	33 JC WATER SVC JUNE 201	144.81CR	513137	2011-7		P N H	100.1020.2110.000
				1,453.85CR	*CHECK TOTAL				
18855	10/31/11	GRIFFIN/FORREST	.08897 WATER DEPOSIT REFUND	33.00CR	513135	111031		P N H	503.111
19202	12/19/11	GLOBE/MIKE	4341 125 PLAN - FLEX ONE	281.19	513138	111217		P N H	690.246
19203	12/19/11	COUNTY OF MENDOCINO	33 JULY UTILITIES	1,453.85	513136	2011-7		P N H	100.1020.2110.000
19204	12/21/11	GRIFFIN/FORREST	.08896 WATER DEPOSIT REFUND	33.00	513134	111031		P N H	503.111
19205	12/22/11	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00	513139	111222		P N H	690.237
19206	12/22/11	AFLAC	4036 125 PLAN POLICY PRE	1,003.21	513140	427652		P N H	690.246
19207	12/22/11	HARTFORD LIFE INSURA	709 DEFERRED COMPENSATI	2,545.00	513141	111222		P N H	690.236
19208	12/22/11	MENDOCINO CHILD SUPP	1057 CHILD SUPPORT	295.00	513142	111222		P N H	690.233
19209	12/22/11	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	460.66	513143	111222		P N H	690.233
19210	12/22/11	PERS	256 EMPLOYER CONTRIBUT	22,320.66	513144	111222		P N H	690.229
19210	12/22/11	PERS	256 EMPLOYEE CONTRIBUTI	7,700.19	513144	111222		P N H	690.230
				30,020.85	*CHECK TOTAL				
19211	12/22/11	CAYLER/PAUL	4259 125 PLAN FLEX ONE	413.67	513145	111222		P N H	690.246
19212	12/22/11	GAMBLE/BRANDI	4480 125 PLAN FLEX ONE	15.17	513146	111222		P N H	690.246
19213	12/22/11	MENDOCINO COUNTY	4396 LIVE SCAN PROCESSING F	44.00	513133	111222		P N H	100.1005.2061.013
19214	12/27/11	WESTAMERICA BANK	4161 PRINCIPAL	3,018.75	513132	526-00871		P N H	100.1098.3001.000
19214	12/27/11	WESTAMERICA BANK	4161 INTEREST	773.39	513132	526-00871		P N H	100.1098.3002.000
				3,792.14	*CHECK TOTAL				
GENERAL CHECK FORM			TOTAL	39,220.89					

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REPORT TOTALS:

39,220.89

RECORDS PRINTED - 000020

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19215	12/30/11	A. TEICHERT & SON, I	4689 ROCK/GRAVEL/ASPHALT	956.21	513039	2570286		P N W	201.2011.2101.035
19215	12/30/11	A. TEICHERT & SON, I	4689 ROCK/GRAVEL/ASPHALT	657.40	513039	2570286		P N W	201.2012.2101.035
19215	12/30/11	A. TEICHERT & SON, I	4689 ROCK/GRAVEL/ASPHALT	1,374.56	513039	2570286		P N W	503.5031.2101.035
				2,988.17	*CHECK TOTAL				
19216	12/30/11	ACE COPY & SHIPPING	4112 OFFICE SUPPLIES	6.53	513045	598798		P M W	100.1050.2101.045
19217	12/30/11	ACS	1432 1099 WEBEX TRAINING	80.81	513040	734238		P N W	100.1003.2105.000
19218	12/30/11	ALPHA ANALYTICAL LAB	7 SEWER PLANT TESTING	775.00	513043	1100887		P N W	501.5013.2061.015
19218	12/30/11	ALPHA ANALYTICAL LAB	7 SEWER PLANT TESTING	488.00	513044	1100888		P N W	501.5013.2061.015
				1,263.00	*CHECK TOTAL				
19219	12/30/11	ANDERSONPENNA PARTNE	4596 RR AVE BRIDGE	330.00	513118	1246		P M W	208.2080.2101.038
19220	12/30/11	ANTHEM BLUE CROSS	627 MEDICAL INSURANCE	57,820.79	513041	000321215B		P N W	690.231
19221	12/30/11	ARBITRATION AND	4479 MEDIATION SERVICES	2,878.85	513042	10446		P M W	501.5017.6001.000
19222	12/30/11	AT&T	4615 WATER	166.73	513037	111219		P N W	503.5030.2015.000
19223	12/30/11	ATT MOBILITY	4253 PUBLIC WORKS	94.19	513038	12202011		P N W	100.1040.2015.000
19223	12/30/11	ATT MOBILITY	4253 REDEVELOPMENT/PLANNING	40.57	513038	12202011		P N W	206.2060.2015.000
19223	12/30/11	ATT MOBILITY	4253 CODE ENFORCEMENT	24.81	513038	12202011		P N W	100.1011.2015.000
19223	12/30/11	ATT MOBILITY	4253 SEWER	105.79	513038	12202011		P N W	501.5013.2015.000
19223	12/30/11	ATT MOBILITY	4253 POLICE	81.05	513038	12202011		P N W	100.1020.2015.000
				346.41	*CHECK TOTAL				
19224	12/30/11	AUTO MART	750 EQUIP MAINT & SUPPLIES	71.94	513119	13248		P M W	100.1041.2041.000
19225	12/30/11	B & B INDUSTRIAL SUP	9 TOOLS & MISC SUPPLIES	344.54	513046	137856		P N W	200.2003.2101.045
19226	12/30/11	BANK OF AMERICA	10 PW OFFICE SUPPLIES	160.38	513048	111218		P N W	100.1040.2055.000
19226	12/30/11	BANK OF AMERICA	10 AIRPORT FUEL TESTS	15.00	513048	111218		P N W	500.5001.2081.030
19226	12/30/11	BANK OF AMERICA	10 WATER PLANT INTERNET	59.99	513048	111218		P N W	503.5030.2015.000
19226	12/30/11	BANK OF AMERICA	10 ENG OFFICE SUPPLIES	144.23	513048	111218		P N W	100.1042.2055.000
19226	12/30/11	BANK OF AMERICA	10 FINANCE BOOK	23.73	513048	111218		P N W	100.1003.2055.000
19226	12/30/11	BANK OF AMERICA	10 CALPELRA CONFERENCE	1,245.86	513048	111218		P N W	100.1002.2105.000
19226	12/30/11	BANK OF AMERICA	10 PRINTER TONER	680.62	513048	111218		P N W	206.2060.2055.000
19226	12/30/11	BANK OF AMERICA	10 ENG SUPPLIES	11.77	513048	111218		P N W	100.1042.2041.000
19226	12/30/11	BANK OF AMERICA	10 INTERNET AT CONFERENCE	19.90	513048	111218		P N W	100.1002.2105.000
19226	12/30/11	BANK OF AMERICA	10 EMERG LIGHT BATTERY WP	92.24	513048	111218		P N W	503.5033.2041.000
				2,453.72	*CHECK TOTAL				
19227	12/30/11	BANK OF AMERICA	4395 ANNUAL CARD FEE	25.00	513047	111218		P N W	100.1002.2055.000
19227	12/30/11	BANK OF AMERICA	4395 AIRPORT FUEL TEST	0.07	513047	111218		P N W	500.5001.2081.030
				25.07	*CHECK TOTAL				

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GENERAL CHECK FORM									
19228	12/30/11	BARCO PRODUCTS COMPA	4332 PET WASTE STATION SUP	299.94	513120	121100550		P N W	100.1050.2045.000
19229	12/30/11	CAINE/DENVEL	4447 CONTRACT OPERATOR	1,327.00	513054	111230		P M W	503.5033.2081.030
19230	12/30/11	CALIFORNIA ASSOCIATI	4543 2012 CACEO MEMBERSHIP	75.00	513051	111202		P N W	100.1011.2050.000
19231	12/30/11	CAYLER/PAUL	4259 REIMBURSE CELL PHONE	100.00	513050	111222		P N W	100.1002.2015.000
19231	12/30/11	CAYLER/PAUL	4259 REIMBURSE HEALTH CLUB	40.00	513050	111222		P N W	100.1002.2033.000
				140.00	*CHECK TOTAL				
19232	12/30/11	CHEVRON USA, INC.	27 POLICE FUEL	86.60	513125	32562811		P N W	100.1022.2044.000
19233	12/30/11	COAST RANGE DIGITAL	4048 VIDEO COUNCIL MEETING	150.00	513121	11 144		P M W	100.1001.2081.030
19234	12/30/11	COMMERCIAL CAPITAL C	4671 SCANNER LEASE	276.10	513055	4		P N W	100.1042.2095.000
19235	12/30/11	COUNTY OF MENDOCINO	4287 COUNTY PERMIT/FEES	5,474.00	513056	EH20512		P N W	213.2130.2001.003
19235	12/30/11	COUNTY OF MENDOCINO	4287 COUNTY PERMITS/FEES	879.00	513057	EH21659		P N W	100.1041.2001.003
19235	12/30/11	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIAL PE	965.00	513058	EH21679		P N W	500.5001.2001.003
				7,318.00	*CHECK TOTAL				
19236	12/30/11	COX CASTLE NICHOLSON	4176 LEGAL SERVICES	9,459.33	513052	360919		P M W	100.1045.2061.020
19236	12/30/11	COX CASTLE NICHOLSON	4176 LEGAL SERVICES	6,354.14	513053	361381		P M W	100.1045.2061.020
				15,813.47	*CHECK TOTAL				
19237	12/30/11	CREATIVE FORMS & CON	4005 PAYROLL CHECKS/DD STM	548.13	513049	110664		P N W	100.1003.2055.000
19238	12/30/11	CRITICAL REACH	4557 CRITICAL REACH ANNUAL	265.00	513124	12-602		P N W	100.1020.2015.000
19239	12/30/11	FALLERI/ALAN	4548 WALK-21 CONF REIMBURS	147.57	513062	111219		P N W	206.2060.2105.000
19240	12/30/11	FITZPATRICK/ERIN	.08895 WATER DEPOSIT REFUND	33.00	513061	10100530003		P N W	503.111
19241	12/30/11	GCS ENVIRONMENTAL	4370 EQUIP MAINT & SUPPLIE	781.10	513122	5279		P N W	201.2011.2041.000
19242	12/30/11	GOSSETT ALARM, CORP.	4457 SERVICE CALL	160.00	513064	111212		P N W	600.601
19243	12/30/11	GRAINGER/W.W.	173 MISC TOOLS & SUPPLIES	180.25	513063	9697610963		P N W	100.1050.2101.045
19244	12/30/11	HARRIS & ASSOCIATES,	4605 RR AVE CONSTRUCTIO	22,322.18	513067	15533		P N W	208.2080.2101.038
19245	12/30/11	HENCKELL/JOHAN	4540 LANDSCAPE MAINT W C	1,509.00	513065	764		P M W	201.2011.2101.038
19246	12/30/11	HYDEC	4378 WATER SUPPLIES	332.77	513066	18115		P N W	503.5033.2041.000
19247	12/30/11	I B E W	255 EMPLOYEE CONTRIBUTION	424.54	513068	111222		P N W	690.235
19248	12/30/11	JDS	4324 PARKING CITATION ADMIN	25.00	513126	111205		P N W	100.1020.2081.030

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19249	12/30/11	KILLION/FRED	4607 CH JANITORIAL	800.00	513069	111227		P M W	100.1016.2061.020
19249	12/30/11	KILLION/FRED	4607 CRAFT FAIR CLEAN UP	125.00	513069	111227		P M W	600.601
19249	12/30/11	KILLION/FRED	4607 JANITORIAL	130.00	513070	PW&ENG11/12-06		P M W	100.1040.2081.030
19249	12/30/11	KILLION/FRED	4607 JANITORIAL	130.00	513070	PW&ENG11/12-06		P M W	100.1042.2081.030
				1,185.00	*CHECK TOTAL				
19250	12/30/11	LIEBERT CASSIDY WHIT	433 PROFESSIONAL SERVICES	378.00	513130	144272		P N W	100.1005.2061.010
19251	12/30/11	MENDOCINO CONSTRUCTI	4500 HAUL ROCK/ASPHALT/GRA	228.16	513072	2170		P N W	201.2011.2101.035
19251	12/30/11	MENDOCINO CONSTRUCTI	4500 HAUL ROCK/ASPHALT/GRA	156.86	513072	2170		P N W	201.2012.2101.035
19251	12/30/11	MENDOCINO CONSTRUCTI	4500 HAUL ROCK/ASPHALT/GRA	327.98	513072	2170		P N W	503.5031.2101.035
				713.00	*CHECK TOTAL				
19252	12/30/11	MENDOCINO JANITORIAL	4255 PD JANITORIAL	1,100.00	513071	782521		P M W	100.1016.2061.020
19253	12/30/11	NATIONAL METER & AUT	4196 WATER METER READER	6,276.44	513074	S1034834.001	003467	P N W	503.5030.2041.000
19254	12/30/11	NORTH COAST OPPORTUN	4590 HEALTHY CITIES CON	19,200.00	513077	111219		P N W	206.2060.6001.000
19255	12/30/11	OLENIK FENCE CO	4195 MISC TOOLS & PARTS	200.00	513076	1063		P M W	100.1050.2101.045
19256	12/30/11	OPTIC FUEL CLEAN OF	4373 CLEAN AP FUEL TANK	1,527.00	513075	11CA5807		P N W	500.5001.2041.000
19257	12/30/11	P G & E COMPANY	114 ENGINEERING	56.82	513089	111215		P N W	100.1042.2110.000
19257	12/30/11	P G & E COMPANY	114 PARKS	78.47	513089	111215		P N W	100.1050.2110.000
19257	12/30/11	P G & E COMPANY	114 SEWER	7.85	513089	111215		P N W	501.5013.2110.000
19257	12/30/11	P G & E COMPANY	114 WATER	18.04	513089	111215		P N W	503.5033.2110.000
19257	12/30/11	P G & E COMPANY	114 PUBLIC WORKS	56.82	513089	111215		P N W	100.1040.2110.000
				218.00	*CHECK TOTAL				
19258	12/30/11	PACE SUPPLY CORP	12 POOL EQUIP MAINT & SUP	89.43	513078	21379335		P N W	100.1030.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 EQUIP MAINT & SUPPLIE	329.63	513079	21382824		P N W	503.5031.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 MISC TOOLS & SUPPLIES	157.15	513080	21383167		P N W	100.1030.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 MISC TOOLS & SUPPLIES	417.90	513081	21382824-1		P N W	503.5031.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 NEW EQUIP/EQUIP MAINT	208.47	513082	21382824-2		P N W	503.5031.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 NEW EQUIP/EQUIP MAINT	690.85	513083	21384645		P N W	503.5031.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 NEW EQUIP/EQUIP MAINT	243.85	513084	21385673		P N W	503.5031.2041.000
19258	12/30/11	PACE SUPPLY CORP	12 EQUIP MAINT & SUPPLIE	237.39	513085	21387942		P N W	100.1030.2041.000
				2,374.67	*CHECK TOTAL				
19259	12/30/11	PEAT/LESTER	4281 WATER OPERATOR III	340.00	513088	111230		P M W	503.5033.2081.030
19260	12/30/11	PISCIOTTA/RALPH	672 WCAC ELECTRICAL SERVI	113.05	513090	835		P M W	600.601
19261	12/30/11	PITNEY BOWES	125 POSTAGE METER RENTAL	965.94	513091	2844322-DC11		P N W	100.1002.2095.000
19261	12/30/11	PITNEY BOWES	125 POSTAGE METER RENTAL	147.42	513091	2844322-DC11		P N W	100.1020.2095.000
19261	12/30/11	PITNEY BOWES	125 POSTAGE METER RENTAL	554.97	513091	2844322-DC11		P N W	100.1020.2095.000
19261	12/30/11	PITNEY BOWES	125 POSTAGE METER RENTAL	64.05	513091	2844322-DC11		P N W	100.1040.2095.000
19261	12/30/11	PITNEY BOWES	125 POSTAGE METER RENTAL	64.05	513091	2844322-DC11		P N W	100.1042.2095.000
				1,796.43	*CHECK TOTAL				

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
19262	12/30/11	PITNEY BOWES	4507 POSTAGE	1,000.00	513092	111230		P N W 100.1002.2055.000
19262	12/30/11	PITNEY BOWES	4507 POSTAGE/SHIPPING	5.05	513123	111120		P N W 100.1040.2055.000
19262	12/30/11	PITNEY BOWES	4507 POSTAGE/SHIPPING	5.06	513123	111120		P N W 100.1042.2055.000
				1,010.11	*CHECK TOTAL			
19263	12/30/11	PROFLAME	96 SEWER PLANT FUEL	541.15	513086	164006		P N W 501.5013.2199.000
19263	12/30/11	PROFLAME	96 WATER PLANT PROPANE	1,659.74	513087	165832		P N W 503.5033.2110.000
				2,200.89	*CHECK TOTAL			
19264	12/30/11	R E M I F	135 DENTAL INS PREMIUM	5,038.00	513093	111201		P N W 690.231
19264	12/30/11	R E M I F	135 VISION INS PREMIUM	765.00	513093	111201		P N W 690.231
19264	12/30/11	R E M I F	135 EAP INS PREMIUM	209.50	513093	111201		P N W 690.231
				6,012.50	*CHECK TOTAL			
19265	12/30/11	RENEWABLE ENERGY DEV	4175 HOME ENERGY LINK PR	7,488.00	513094	2		P N W 210.2100.2101.045
19266	12/30/11	ROGERS MACHINERY CO.	4690 WATER PLANT SUPPLIES	113.53	513095	846850		P N W 503.5033.2041.000
19267	12/30/11	SCHULZ CONSTRUCTION	4638 SIDEWALK REPAIRS	495.00	513096	184		P N W 206.2060.2101.038
19268	12/30/11	SHN CONSULTING	1673 ENG & PROJECT MGMT	5,135.00	513097	76004		P N W 503.5037.6001.000
19269	12/30/11	STATE OF CALIFORNIA	534 CDF CREW	2,927.34	513059	104719		P N W 201.2012.2101.045
19269	12/30/11	STATE OF CALIFORNIA	534 CDF CREW	675.54	513059	104719		P N W 501.5013.2061.020
19269	12/30/11	STATE OF CALIFORNIA	534 CDF CREW	1,351.08	513060	104720		P N W 501.5013.2061.020
				4,953.96	*CHECK TOTAL			
19270	12/30/11	STATE OF CALIFORNIA	843 DUI ANALYSIS NOV 2011	35.00	513127	885574		P N W 100.1020.2061.014
19271	12/30/11	UKIAH PAPER SUPPLY I	164 WCAC BATH TISSUE	96.86	513103	386788		P N W 600.601
19271	12/30/11	UKIAH PAPER SUPPLY I	164 JANITORIAL SUPPLIES	21.29	513104	386616		P N W 100.1016.2041.000
19271	12/30/11	UKIAH PAPER SUPPLY I	164 TABLE CLOTH ROLL	33.79	513105	386744		P N W 100.1016.2025.000
				151.94	*CHECK TOTAL			
19272	12/30/11	UNDERGROUND SERVICE	430 USA/SP DEPT EXPENSES	147.00	513102	11120015		P N W 201.2012.2101.045
19273	12/30/11	UNITED PARCEL SERVIC	165 POSTAGE/SHIPPING	40.00	513098	5382F9501		P N W 100.1040.2055.000
19273	12/30/11	UNITED PARCEL SERVIC	165 POSTAGE/SHIPPING	40.00	513098	5382F9501		P N W 100.1042.2055.000
				80.00	*CHECK TOTAL			
19274	12/30/11	UTILITY SUPPLY OF AM	3997 EQUIP MAINT & SUPPLIE	250.16	513099	552875		P N W 100.1030.2041.000
19274	12/30/11	UTILITY SUPPLY OF AM	3997 WATER PLANT CHART PAP	251.96	513100	555323		P N W 503.5033.2041.000
19274	12/30/11	UTILITY SUPPLY OF AM	3997 WATER PLANT PEN CARTR	205.40	513101	555427		P N W 503.5033.2041.000
				707.52	*CHECK TOTAL			
19275	12/30/11	W P O A	262 EMPLOYEE CONTRIBUTION	794.53	513109	111221		P N W 690.234
19276	12/30/11	WELLS FARGO EQUIPMEN	4677 INTEREST	766.92	513111	111231		P N W 501.5011.3002.000
19276	12/30/11	WELLS FARGO EQUIPMEN	4677 PRINCIPAL	3,797.56	513111	111231		P N W 501.5011.3001.000
				4,564.48	*CHECK TOTAL			

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
19277	12/30/11	WEST	4122 2012 PENAL CODE PAMPH	546.30	513128	6076759487		P N W	100.1020.2050.000
19277	12/30/11	WEST	4122 LEGAL UPDATES	29.10	513131	824108401		P N W	100.1004.2050.000
				575.40	*CHECK TOTAL				
19278	12/30/11	WILLIAMS SCOTSMAN IN	4116 SP MOBILE OFFICE RENT	282.49	513114	96095260		P N W	501.5010.2096.000
19279	12/30/11	WILLITS KIDS CLUB	3981 PAYROLL REDUCTION	40.00	513110	111222		P N W	690.248
19280	12/30/11	WILLITS NEWS	179 ANNUAL NOTICE TO BIDD	176.80	513112	0004229558		P N W	100.1040.2055.000
19281	12/30/11	WILLITS RENTAL CENTE	4100 EQUIP MAINT & SUPPLIES	40.00	513108	1101105		P N W	100.1041.2101.045
19282	12/30/11	WILLITS TIRE CENTER	183 EQUIP MAINT & SUPPLIES	25.99	513115	98047		P M W	100.1041.2041.000
19283	12/30/11	WINZLER & KELLY CONS	590 RR AVE BRIDGE 11020	3,303.50	513106	62888		P N W	208.2080.2101.038
19284	12/30/11	WIPF CONSTRUCTION	1032 VACTOR WATER LEAK	625.00	513107	31024		P M W	503.5031.2101.038
19285	12/30/11	WITZEL/ALLEN	591 CRAFT FAIR POSTERS	101.55	513113	111117		P M W	600.601
19286	12/30/11	XEROX CORP	185 COPIER	108.17	513116	058723773		P N W	206.2060.2055.000
19287	12/30/11	YOKUM'S BODY SHOP, I	4609 REPAIR UNIT 244	1,381.51	513129	5315		P N W	100.1022.2044.000
19288	12/30/11	ZUMAR INDUSTRIES INC	236 RR AVE BRIDGE	36.45	513117	0135089		P N W	201.2011.2101.045
GENERAL CHECK FORM			TOTAL	196,999.12					

Disbursements Journal

WARRANT DATE VENDOR

DESCRIPTION

AMOUNT

CLAIM

INVOICE

PO#

F 9 S ACCOUNT

REPORT TOTALS:

196,999.12

RECORDS PRINTED - 000129

BUILDING INSPECTION ACTIVITY REPORT

FOR THE MONTH OF: December, 2011**NEW CONSTRUCTION****LIVING UNITS****BLDG. PERMITS****VALUATION**

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		1	\$ 90,000.00
13) Stores and Similar Buildings			
14) Warehouse and Agriculture Buildings			

MISCELLANEOUS CONSTRUCTION

15) Reroof, Siding, Windows, Etc.		1	\$ 1,500.00
16) Heating and Air Conditioning			
17) Electric, Mechanical, Plumbing		4	\$ 9,200.00
18) Demolition			

STRUCTURES OTHER THAN BUILDINGS

19) Foundations, Pools, Walls, Signs, etc.

CONVERSIONS

20) Non-Residential to Residential

21) Residential to Non-Residential

ADDITIONS AND ALTERATIONS

22) Residential Buildings		5	\$ 821,000.00
23) Non-Residential Buildings		2	\$ 133,500.00

TOTALS

13

\$ 1,055,200.00

COMPARISON**TYPE OF PERMIT AND OTHER REVENUE**

			#'s	FEE'S
Valuation This Month	\$ 1,055,200.00	Building	9	\$ 19,643.94
Same Month Last Year	\$ 52,200.00	Electrical	2	\$ 1,700.00
		Mechanical	1	\$ 2,500.00
Revenue This Month	\$ 20,065.94	Plumbing	1	\$ 5,000.00
Same Month Las Year	\$ 1,438.32	Grading		
		Demolition		
Permits This Month	13	Plan Check		
Same Month Last Year	9	Late Fee		
		Bldg. Survey		
		Sewer Insp.		

TOTALS TO DATE THIS FISCAL YEAR

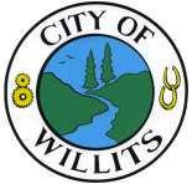
Construction Valuation	\$ 1,613,550.00
Fees Collected	\$ 29,462.99
No. of Permits	66

TOTALS: 13 \$ 20,065.94**TOTALS TO SAME DATE LAST YEAR**

Construction Valuation	\$ 1,181,850.00
Fees Collected	\$ 16,194.11
No. of Permits	49

Respectfully Submitted:

John Sherman, Building Inspector



Item No. **4d**

Meeting Date: **January 11, 2012**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Paul Cayler, City Manager

Agenda Title: REPORT AND POSSIBLE APPROVAL OF RESPONSES TO MENDOCINO COUNTY GRAND JURY REPORT TITLED "BREAKING NEWS: BIG CHANGES COMING FOR REDEVELOPMENT AGENCIES?"

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

Summary of Request: On June 23, 2011, the Mendocino County Grand Jury transmitted a report titled "Breaking News: Big Changes Coming for Redevelopment Agencies?". Due to an inadvertent oversight, this item was not placed on the agenda in a timely manner. As such, it is being brought forward now for Council action to approve the recommended response from the City of Willits, as required by the Grand Jury. In terms of the Grand Jury's findings, the City Council must respond that the Council either agrees with the findings, or wholly or partially disagrees with the findings. In terms of the Grand Jury recommendations, there are four options for Council response: 1) Recommendation has been implemented; 2) Recommendation has not yet been implemented, but will be in the future (with a timeframe stated); 3) Recommendation requires further analysis with a explanation (timeframe cannot exceed 6 months); and 4) Recommendation will not be implemented because it is not warranted (explanation must be provided). Please find attached a copy of the aforementioned Grand Jury Report. A draft letter for the City Manager's signature is attached in order to respond to the Grand Jury.

Recommended Action: Approve the response as presented, and authorize the City Manager to sign.

Alternative(s): Modify the attached forms and explanations.

Fiscal Impact: The Grand Jury recommends that the City develop alternative revenue streams to replace anticipated Redevelopment Revenue losses; however, the Grand Jury offers no specific recommendation on the method and form of said revenue source.

Personnel Impact: The Grand Jury is not recommending any new positions.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

BREAKING NEWS: BIG CHANGES COMING FOR REDEVELOPMENT AGENCIES?

A Report on Redevelopment Agencies in Mendocino County

June 7, 2011

Summary

The 2010-2011 Mendocino County Grand Jury (GJ) chose to look into local Redevelopment Agencies (RDAs) to inform the public of the inner workings and accomplishments of redevelopment in Mendocino County.

The California Redevelopment Act was created in 1945 to enable the formation of local RDAs to eliminate blighted properties and to improve selected areas. More than three-quarters of California cities and many counties have RDAs. More than half of these RDAs were established after 1978, when Proposition 13 passed, which required a super-majority of voters to approve new taxes.

The Mendocino County Board of Supervisors and the City Councils of Ukiah, Willits, and Fort Bragg voted to create RDAs. The City of Point Arena does not have an RDA. Redevelopment plans provide agencies with the powers, duties, and obligations to implement programs for redevelopment, rehabilitation, and revitalization of blighted areas.

The initial funding for RDAs came from bond sales. Increases in property taxes (incremental tax), after the inclusion of the blighted areas, are directed to the respective redevelopment agencies. The increase in property taxes repays the bonds and helps fund future development/redevelopment. New RDA projects can also be funded by the issuance of new bonds.

The California Governor proposes to abolish local redevelopment agencies by July 1, 2011, and redirect billions of dollars in property taxes to the State General Fund to help balance California's budget.

Method

The 2010-2011 GJ interviewed RDA staff members. Documents reviewed included: budgets, staffing allocations, City of Ukiah's Five Year Implementation Plan and Mid-Term Review, Mendocino County's RDA Five Year Implementation Plan, City of Willits Five Year Plan, City of Fort Bragg's RDA Adopted Budget, articles from the California Redevelopment Association, and State Controller's report entitled "Selected Redevelopment Agencies Review Report – Analysis of Administrative, Financial and Reporting Practices" dated March 2011. The GJ also read numerous media articles.

Background

The California Community Redevelopment Act (Act) was enacted in 1945 to give local governments the tools necessary to address problems such as degraded buildings, lack of housing, and blighted areas. The Act, now known as the Community Redevelopment Law (CRL), was revised in 1993 to restrict and focus redevelopment activities to ensure that redevelopment occurs in urbanized areas on previously or currently developed properties.

In 1951, the State Legislature amended the 1945 tax law paving the way for tax increment financing, using projected future gains in property taxes to finance current improvements.

In 1952, the CRL authorized the distribution of tax increments to agencies. The purpose was to relieve taxpayers' cost of redevelopment by making projects self-supporting. In 1976, RDAs were required to set aside 20% of the tax increment for affordable housing, known as the *20% housing set-aside*.

In 1978, Proposition 13 limited the tax rate for real estate by assessing property at its 1975 value and restricting annual increases of assessed value of real property to an inflation factor, not to exceed 2% per year.

In 2008, the State *swept* the RDA fund to balance the 2009 budget with no promise to replace. In 2009, the State demanded that \$2.05 billion be returned to the State's General Fund from RDAS. This issue is currently in litigation.

Findings – General

1. Most California RDAs were formed after the passing of Proposition 13 in 1978, which limited the ability of local governments to raise property taxes.
2. Mendocino County and the Cities of Ukiah, Willits, and Fort Bragg have established RDAs. Point Arena has no RDA. The Board of Supervisors or the City Councils serve as the governing boards of their respective RDA.
3. The RDAs exist as a tool to reduce blight in urban deteriorated areas by achieving revitalization, development, and rehabilitation.
4. A function of redevelopment is the collection of increased property tax revenues from improved properties.
5. Blighted conditions, as defined by law, can be economic and/or physical, and are defined by Health and Safety Code §33030(b) and §33031. (Appendix A)
6. The interpretation of blight varies among local RDAs; therefore, local RDA goals and operations are different.
7. The common concept of blight is a run-down, dilapidated, crime ridden, unkempt property or neighborhood that diminishes the value of adjacent properties and negatively affects the quality of life.

8. Initial RDA funding was derived from bond sales. All RDA bonds are issued without a vote of the people.
9. There is public misunderstanding regarding the use of RDA funds, and the necessity of some RDA projects.
10. Local RDAs have not formed redevelopment citizen advisory committees, allowed and encouraged under RDA Rules¹, to gain greater public input, trust, and understanding.
11. The RDA bonds are repaid with the incremental increases in property taxes that result from higher assessed valuations on the redeveloped properties in the RDA zone.
12. The RDAs do not levy taxes and do not have the ability to raise taxes.
13. The RDAs pay for administrative salaries and benefits, studies, new project development, infrastructure, and other related costs. These costs are funded by bonds, unless the RDA has excess monies.
14. Employee salaries are paid with RDA funds disproportionate to the time spent on RDA business. More than one RDA employees' salary and benefits are paid 100% with RDA funds even though they do not perform 100% RDA business. The proposed loss of RDA funds can lead to employee layoffs.
15. The RDAs are required by law to set aside 20% for low and moderate income housing projects. Local RDA budgets indicate that they are in compliance.
16. The RDAs have tax sharing agreements with schools, special districts, and other government entities. The Mendocino County Treasurer-Tax Collector distributes the funds according to the pass-through and contractual agreements.
17. Funding for new RDA projects, staffing, and the ability to repay existing RDA bonds are threatened by decreases in property tax revenues.
18. Often infrastructure must be improved or developed to accommodate a project. Studies required for projects consume resources and employees' time.
19. *Eminent Domain*, allowed under State law, can be used as a tool by government to acquire private property for the public good; it is seldom used in Mendocino County.

Findings – Ukiah RDA

20. The Ukiah City Council adopted the Ukiah Redevelopment Plan on November 15, 1989. The area encompasses the downtown business area and the Redwood Business Park property.
21. The 1989 RDA plan did not include *Eminent Domain*, a tool to acquire property.
22. The RDA defines blight as “any property that is under performing, or not performing in the market place within the RDA zone. Redevelopment is a tool to improve a blighted area when the private market fails”.

¹ These groups collaborate with the agencies throughout every step of the redevelopment process – from identifying a project area to construction to project completion. These groups ensure that projects reflect community needs and priorities, and keep other community members informed about the progress of the project.

23. Recently, the City of Ukiah was given the legal authority to inspect a downtown structure over the objection of its owners. The building has been vacant for over 20 years.

24. The RDA is using funds to pay significant portions of 18 employees' salaries and benefits:

City Manager/Exec. Dir.	50%	Senior Planner	40%
Ass't City Mgr.	80%	Assoc. Planner	25%
City Clerk	50%	Ass't Engineer	31%
Ass't Finance Dir.	15%	Accounting Ass't.	15%
Director of Finance	35%	Administrative Sec.	20%
Project and Grant Admin.	100%	Administrative Sec.	40%
Finance Controller	7%	Park Service Worker	60%
Accountant	15%	Director of Public Works	8%
Senior Civil Engineer	32%	Director, Planning & Community Dev.	35%

25. The RDA has agreements for funding schools within the target area. The schools must use this money for capital improvements. This money cannot be spent for administration, salaries, or other regular expenses.

26. In 2006-2007, the RDA received \$474,829 from incremental property taxes. The RDA paid \$260,974 in salaries and benefits; operation and maintenance were \$162,460 for a total of \$423,435.

27. In 2009, the State of California removed \$1,744,481 of the RDA's tax increment revenue as part of a \$2.05 billion statewide shift of local taxes to cover the State's obligations. The agency is required to make an additional payment to the State this year, in the amount of \$359,158, for a total of over \$2.1 million.

28. The 2010-2011 budget anticipated tax revenue for the RDA of \$808,288. Salaries and benefits are \$640,401; operations and maintenance are \$66,247.

29. Some past and present RDA projects include:

- Redwood Business Park infrastructure on Airport Blvd.
- Downtown Beautification Project
- 322 units of affordable housing public/private partnership (1990-2007)
- Alex Rorabaugh Gymnasium and Activity Center
- Orchard Street Bridge

30. The City of Ukiah has discussed the possibility of employee layoffs should the State abolish or significantly change the structure of RDAs.

31. The RDA staff speculates there will be an increase of sales tax revenues with the opening of a big-box retail store in the Redwood Business Park.

Findings – Willits RDA

32. The Willits RDA has chosen to limit the use of redevelopment funds due to lack of administrative personnel.

33. The 2010-2011 budgets lists 10 employee salaries and benefits that are paid in part by RDA and RDA housing funds:

City Manager	10%	Finance Director	15%
Code Enforcement/Ass't Planner	25%	Building Inspection	15%
Water Conservation Officer	100%	Engineer Tech III	2.5%
Office Assistant II	5%	City Engineer	10%
Engineering Tech II	30%	Comm. Dev. Officer	45%

34. The Redevelopment Plan terminates in 2014, unless it is extended. The final date to receive tax increments to pay indebtedness for this plan terminates in 2024.
35. The RDA may consider deferring loan repayments until 2014 to preserve a means of continued funding for community development.
36. In 2002, the RDA issued \$4 million in bonds and envisioned numerous projects; but only one, the Wood Street City Parking Lot, was completed.

Findings – Fort Bragg RDA

37. The RDA funded the redevelopment of the downtown area and explored the development of the closed Georgia Pacific Mill property.
38. The 2010-2011 budget reveals 13 employees are partially paid with RDA funds for a total of \$333,854 in salaries and benefits:

City Manager	30%	Assistant City Manager	10%
Admin. Secretary	10%	Administrative Secretary	35%
City Clerk	10%	Office Clerk	10%
Finance Director/Treasurer	15%	Senior Govt. Accountant	15%
Govt. Accountant I	5%	Community Dev. Director	50%
Senior Planner	30%	Housing and Econ. Dev. Coordinator	70%
Public Works Director	5%		

39. The RDA has taken advantage of grants to make studies. When an opportunity arises, the RDA uses these studies to shorten the application process for public and non-profit grants for projects.
40. The former Georgia Pacific property, once assessed at \$110 million, was negotiated to a reassessed valuation of \$35 million. This loss of \$75 million of assessed valuation was made retroactive for three years, causing \$724,000 to be refunded by the Fort Bragg RDA.

Findings – Mendocino County RDA

41. The Board of Supervisors functions as the Mendocino County RDA governing board.
42. Mendocino County has a relatively small RDA zone; comprised of three sub-areas, spread over 772 acres. Two areas border the City of Ukiah along State Street and are named the South Ukiah Sub-Area and the North Ukiah Sub-Area. The third is a community north of Ukiah, the Calpella Sub-Area.
43. Mendocino County bills the RDA fund for actual time spent by county employees on RDA business.
44. The Mendocino County RDA is currently focusing on Mendocino Community College, exploring the following projects: capital improvements, commercial developments, new residential and rehabilitation housing programs.

Recommendations

The Grand Jury recommends that:

1. the City of Ukiah budget employee staffing allocations to the actual time spent on Redevelopment Agency business, (Findings 13-14, 24, 26-28, 30)
2. the Redevelopment Agencies partner with their local Code Enforcement Agency to compel owners of blighted properties to comply with Health and Safety Codes, (Findings 5, 7, 23)
3. the Cities and the County develop alternative revenue streams to replace anticipated Redevelopment Agency revenue losses, (Findings 1, 4, 8-9, 11-19, 21, 23-28, 30-33)
4. the Cities and the County establish redevelopment citizen advisory committees to allow for greater public input and oversight. (Findings 6-44)

Discussion

The California Governor proposes to abolish local redevelopment agencies by July 1, 2011, and to redirect billions of dollars in property taxes to the State General Fund to help balance California's budget. This proposal would have negative financial impacts to each city in California with a RDA. Cities that rely heavily on RDA funds to pay employee salaries and benefits may need to issue employee layoff notices. Willits, Ukiah, and Fort Bragg use RDA funds to supplement employee compensation.

Property tax revenues have declined with the downturn of the economy; revenues are reduced when there are closures of local businesses and loss of jobs. When large businesses fail, vacant structures are worth less and owners may request a reassessment of the property. These negative impacts are felt by the County, cities, special districts, schools, and Redevelopment Agencies.

The RDAs have been utilized by local governments to issue debt without a vote by the people, bypassing restrictions created by Proposition 13. Citizens and taxpayers question specific projects being considered for funding by RDAs.

Responses Required

Mendocino County Board of Supervisors, serving as the Redevelopment Board (Findings 1-19, 41-44; Recommendations 2-4)

Ukiah City Council, serving as the Redevelopment Board (Findings 1-19, 20-31 Recommendations 1-4)

Willits City Council, serving as the Redevelopment Board (Finding 1-19, 32-36 Recommendations 2-4)

Fort Bragg City Council, serving as the Redevelopment Board (Findings 1-19, 37-40; Recommendations 2-4)

Appendix A

A blighted area must be predominantly urbanized, meaning that at least 80% of the land in the project area (1) has been or is developed for urban uses, or (2) is an integral part of an urban area, surrounded by developed parcels. Additionally, a blighted area must have at least one of four conditions of physical blight and at least one of seven conditions of economic blight.

Health and Safety Code §33030(b)

A blighted area is one that contains both of the following:

(1) An area that is predominantly urbanized, as that term is defined in §33320.1, and is an area in which the combination of conditions set forth in Section 33031 is so prevalent and so substantial that it causes a reduction of, or lack of, proper utilization of the area to such an extent that it constitutes a serious physical and economic burden on the community that cannot reasonably be expected to be reversed or alleviated by private enterprise or governmental action, or both, without redevelopment.

(2) An area that is characterized by one or more conditions set forth in any paragraph of subdivision (a) of §33031 and one or more conditions set forth in any paragraph of subdivision (b) of Section 33031.

(c) A blighted area that contains the conditions described in subdivision (b) may also be characterized by the existence of any of the following:

(1) Inadequate public improvements.

(2) Inadequate water or sewer utilities.

(3) Housing constructed as a government-owned project that was constructed before January 1, 1960.

Health and Safety Code §33031

(a) This subdivision describes physical conditions that cause blight:

(1) Buildings in which it is unsafe or unhealthy for persons to live or work . . .

(2) Conditions that prevent or substantially hinder the viable use or capacity of buildings or lots . . .

(3) Adjacent or nearby incompatible land uses that prevent the development of those parcels or other portions of the project area.

(4) The existence of subdivided lots that are in multiple ownership and whose physical development has been impaired by their irregular shapes and inadequate sizes, given present general plan and zoning standards and present market conditions.

(b) This subdivision describes economic conditions that cause blight:

(1) Depreciated or stagnant property values.

- (2) Impaired property values, due in significant part, to hazardous wastes on property . . .
- (3) Abnormally high business vacancies, abnormally low lease rates, or an abnormally high number of abandoned buildings.
- (4) A serious lack of necessary commercial facilities that are normally found in neighborhoods, including grocery stores, drug stores, and banks and other lending institutions.
- (5) Serious residential overcrowding that has resulted in significant public health or safety problems . . .
- (6) An excess of bars, liquor stores, or adult-oriented businesses that has resulted in significant public health, safety, or welfare problems.
- (7) A high crime rate that constitutes a serious threat to the public safety and welfare. *Selected Redevelopment Agencies* Ana redevelopment agency cannot levy a tax. Instead, a redevelopment agency receives its funding from tax increment revenues. Tax increment revenues are revenues generated by the increase in the value of property within the redevelopment project over the value of the property when the project was established (base value). The California Supreme Court described the process as follows:

Under tax increment financing, “[a]ll taxable property within the area to be redeveloped is subject to ad valorem taxes. The properties lying within a redevelopment area have a certain assessed value as of the date a redevelopment plan is adopted. A local taxing agency, such as a city or county, continues in future years to receive property taxes on the redevelopment area properties, but may only claim the taxes allocable to the base year value. If the taxable properties within the redevelopment area increase in value after the base year, the taxes on the increment of value over and above the base year value are assigned to a special fund for the redevelopment agency. . .

Once the redevelopment plan is adopted, the redevelopment agency may issue bonds to raise funds for the project. As the renewal and redevelopment is completed, the property values in the redevelopment area are expected to rise. The taxes attributable to the increase in assessed value above the base year value are assigned to the redevelopment agency, which then uses the funds to retire the bonds. The local taxing agencies still receive taxes attributable to the base year assessed value of the properties within the redevelopment area.

Redevelopment agencies are subject to a number of administrative, financial, and reporting requirements. These specific requirements are discussed in the Findings and Recommendations section of this report.

Mendocino County Grand Jury

Report Titled: "Breaking News: Big Changes Coming for Redevelopment Agencies?"

Report Dated: June 7, 2011

Willits City Council Responses

Findings:

#10 The Willits Redevelopment Agency has a citizen advisory committee known as "Willits Revit-ED". This is a citizens' committee for the expressed purpose of gaining public input on redevelopment projects.

#14 The Willits Redevelopment Agency does not pay 100% of any City of Willits' employee. There is an error in the table on Page 5 of the report that indicates that 100% of the Water Conservation Officer's salary came from the redevelopment agency budget. The Water Conservation Officer was a grant funded position for which there was a 50% grant funded match through a California Sustainable Communities Grant project. Therefore, only 50% of the position's salary came from the Willits Redevelopment Agency budget. Please note that the Water Conservation Officer position has since been eliminated due to the termination of the grant project.

#36 The \$4,000,000 bond issuance by the Willits Redevelopment Agency assisted in funding more projects than set forth in Finding #36, including the East Commercial Street Improvements Project, the Ballfields Project, the Skate Park Project, and the Baechtel Road Overlay Project.

Recommendations:

#2 In Fiscal Year 2011-2012, the City of Willits Code Enforcement Officer position was consolidated with the Building Inspector position and Willits Redevelopment Agency support of the Code Enforcement Officer position was eliminated. It should also be noted that the Willits City Council took action to reduce or eliminate redevelopment funding for many General Fund position in Fiscal Year 2011/2012 in an effort to limit future General Fund exposure.

#3 The City of Willits agrees with the Grand Jury recommendation that an alternative revenue source should be developed to offset the loss of redevelopment funding; however, in these recessionary times, there are limited sources of local government revenue. The City of Willits requests that the Grand Jury be more specific on what "alternative revenue streams" should be developed by the City.

#4 The Willits Redevelopment Agency has an existing citizen advisory committee known as "Willits Revit-ED", as referenced in Finding #10.



AGENDA SUMMARY REPORT

To: Honorable Planning Commissioners

From: Alan Falleri, Community Development Director

Agenda Title: DISCUSSION AND POSSIBLE ACTION TO NAME THE PRIVATE ROAD SERVING THE NEW FRANK R. HOWARD MEMORIAL HOSPITAL, "MARCELA DRIVE"

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 15 min.

Summary of Request: Proponents of the new Frank R. Howard Memorial Hospital project have requested that the private roadway that will serve the new hospital be named "Marcela Drive." The private roadway will take access from two locations along the east side of Haehl Creek Drive (see attached Site Plan). The following explanation was submitted in the letter requesting the road name,

"The importance of naming the street, which is the street everyone will use to get to the new Frank R. Howard Memorial hospital, is to retain a portion of our history. Marcela was the second wife of the Howard Foundation founder Charles S. Howard. Marcela was known in the Willits community, as a most gracious lady, who kept in touch with Howard Hospital, until her death. She also bequeathed a large sum of money to the Howard Foundation, to help continue their mission of providing a local hospital for the benefit of our neighbors and friends. She was very devoted to helping others, and wanted to continue Charles Howard's legacy. To put it simply, she was a marvelous woman who we want to memorialize by naming the hospital entrance drive in her honor."

Pursuant to Willits Municipal Code Section 16.16.030 (M), "All street names must be approved by the planning commission and no duplication of street names shall be permitted." This request has been reviewed by the TAC and referred to the Mendocino County Department of Planning Building Services, Little Lake Fire Protection District, Willits Police Department, Willits Post Office, and Willits Unified School District and no comments have been received in objection to the proposed road name.

Recommended Action: Approve "Marcela Drive" as the official name for the private road that will serve the new Frank R. Howard Memorial Hospital from Haehl Creek Drive and direct staff to notify the appropriate agencies of this new road name.

Alternative(s): None recommended.

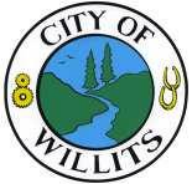
Fiscal Impact: None.

Personnel Impact: None.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Paul Cayler, City Manager

Agenda Title: DISCUSSION AND POSSIBLE ACTION TO APPROVE RELINQUISHMENT AGREEMENT BETWEEN THE CITY OF WILLITS AND THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 1 hour

Summary of Request: The City of Willits has been negotiating with Caltrans for many months regarding the terms and provisions of a relinquishment agreement, which sets forth how North Main Street will become the City’s jurisdiction once the proposed Willits Bypass supersedes. An Ad Hoc Committee of Mayor Burton and Vice Mayor Hanson was appointed to conduct talks with Caltrans. On October 12, 2011, the Ad Hoc Committee reviewed negotiation status with the City Council, including a City-revised agreement. On December 13, 2011, Caltrans District One Director Charles Fielder sent the attached letter to Mayor Burton. Said letter rejected a number of City items: 1) Interest payment on relinquishment payment; 2) Agreement term limits of 24 months; 3) Additional payment for further roadway damage; and 5) Inclusion of the Sherwood Road/US101 intersection improvements. Mr. Fielder’s letter states that if neither option is acceptable, the District will request that the Caltrans Relinquishment Resolution Committee attempt to resolve the conflict. Attached are the provisions for the Conflict Resolution Process from the Caltrans Project Development Procedures Manual (Chapter 25/Article 6). Further, Mr. Fielder states, “Inability to reach agreement at the District level would also mean that Sherwood Road improvements would not be funded as part of the Willits Bypass Project.” As an alternative, Mr. Fielder’s letter proposed an optional agreement wherein Caltrans performs all work to bring the roadway into a “state of good repair”. The Ad Hoc Committee discussed the optional agreement with Caltrans and requested that Caltrans provide greater clarity in the proposed optional agreement. On January 3, 2012, Caltrans emailed a “modified optional agreement”, wherein an Exhibit B titled “Maintenance Task” included language regarding restricting City streets during project construction and language regarding the feasibility of construction of Sherwood Road/US 101 intersection improvements. The Ad Hoc Committee reviewed the modified optional agreement on January 3rd and found it favorable with amendments. Please find attached a draft letter by the City Manager, dated January 6, 2012, wherein the Ad Hoc Committee set forth its proposed changes.

Recommended Action: The Relinquishment Ad Hoc Committee is prepared to recommend approval of the modified optional agreement to the Willits City Council if Caltrans accepts the Ad Hoc Committees’ amendments set forth in the City Manager’s letter of January 6, 2012.

Alternative(s): Reject the proposed relinquishment agreement options and take a risk that the Relinquishment Conflict Resolution Process will achieve better results.

Fiscal Impact: The modified optional agreement shifts the responsibility of bringing the relinquished facilities to a “state of good repair” onto Caltrans. The “maintenance tasks” must be performed by Caltrans prior to facilities being given to the City. Therefore, the fiscal burden is now on Caltrans and not the City.

Personnel Impact: None.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

SECTION I

CITY AGREES:

1. Execution of this Agreement constitutes CITY's waiver of STATE's obligation to provide ninety (90) days prior notice of STATE's "Intention to Relinquish" as set forth in Streets and Highways Code section 73.
2. To accept ownership, including all of STATE's current obligations, rights, title and interest in RELINQUISHED FACILITIES upon recordation of the CTC's Resolution of Relinquishment in the County Recorder's Office and to thereafter operate, maintain, control, and be liable for RELINQUISHED FACILITIES at no additional cost to STATE.

SECTION II

STATE AGREES:

1. To relinquish RELINQUISHED FACILITIES upon the approval of the CTC's Resolution of Relinquishment.
2. To perform and complete the maintenance task listed in Exhibit B prior to submitting relinquishment to the County Recorder's Office.
3. To submit the CTC Resolution of Relinquishment to the County Recorder's Office for recording.
4. To transfer to CITY, within sixty (60) days of the recordation of the CTC's Resolution of Relinquishment, copies of all available STATE records and files for RELINQUISHED FACILITIES, but not limited to, plans, survey data and right of way information.

SECTION III

IT IS MUTUALLY AGREED:

1. All obligations of STATE under the terms of this Agreement are subject to the appropriation of resources by the Legislature, State Budget Act authority, and the allocation of any funds by the CTC.
2. STATE shall not forward to CTC a request to relinquish the RELINQUISHED FACILITIES until construction of the new highway is complete.
3. STATE reserves the right to enter, at no cost to STATE, RELINQUISHED FACILITIES, to modify or add signage, drainage, and other improvements necessary for State Highway operations. CITY agrees to allow STATE access to operate,

maintain, add, remove, or modify CALTRANS's facilities retained in those collateral facilities.

4. RELINQUISHED FACILITIES may be recaptured by STATE for future transportation project at no cost to STATE and CITY agrees to reconvey property when so requested.
5. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CITY and/or its agents under or in connection with any work, authority or jurisdiction conferred upon CITY under this Agreement. It is understood and agreed that CITY will fully defend, indemnify and save harmless STATE and all its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY and/or its agents under this Agreement.
6. Neither CITY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE and/or its agents under or in connection with any work, authority or jurisdiction conferred upon STATE under this Agreement. It is understood and agreed that STATE will fully defend, indemnify and save harmless CITY and all its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE and/or its agents under this Agreement.
7. No alteration of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
8. This Agreement shall terminate upon recordation of the CTC's Resolution of Relinquishment for RELINQUISHED FACILITIES in the County Recorder's Office, except for those provisions which relate to indemnification, ownership, operation, and maintenance, which shall remain in effect until terminated or modified in writing by mutual agreement.

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

CITY OF WILLITS

By: _____
CHARLES C. FIELDER
District 1 Director

By: _____
BRUCE BURTON
Mayor

Attest: _____
ARDRIENNE MOORE
City Clerk

APPROVED AS TO FORM AND
PROCEDURE:

APPROVED AS TO FORM AND
PROCEDURE:

Attorney
Department of Transportation

JAMES LANCE
City Attorney

CERTIFIED AS TO FUNDS

District Budget Manager

CERTIFIED AS TO FINANCIAL TERMS
AND POLICIES:

Accounting Administrator

EXHIBIT “A” – Relinquishment Map – (see attachment)
EXHIBIT “B” –Maintenance Tasks – (see attachment)

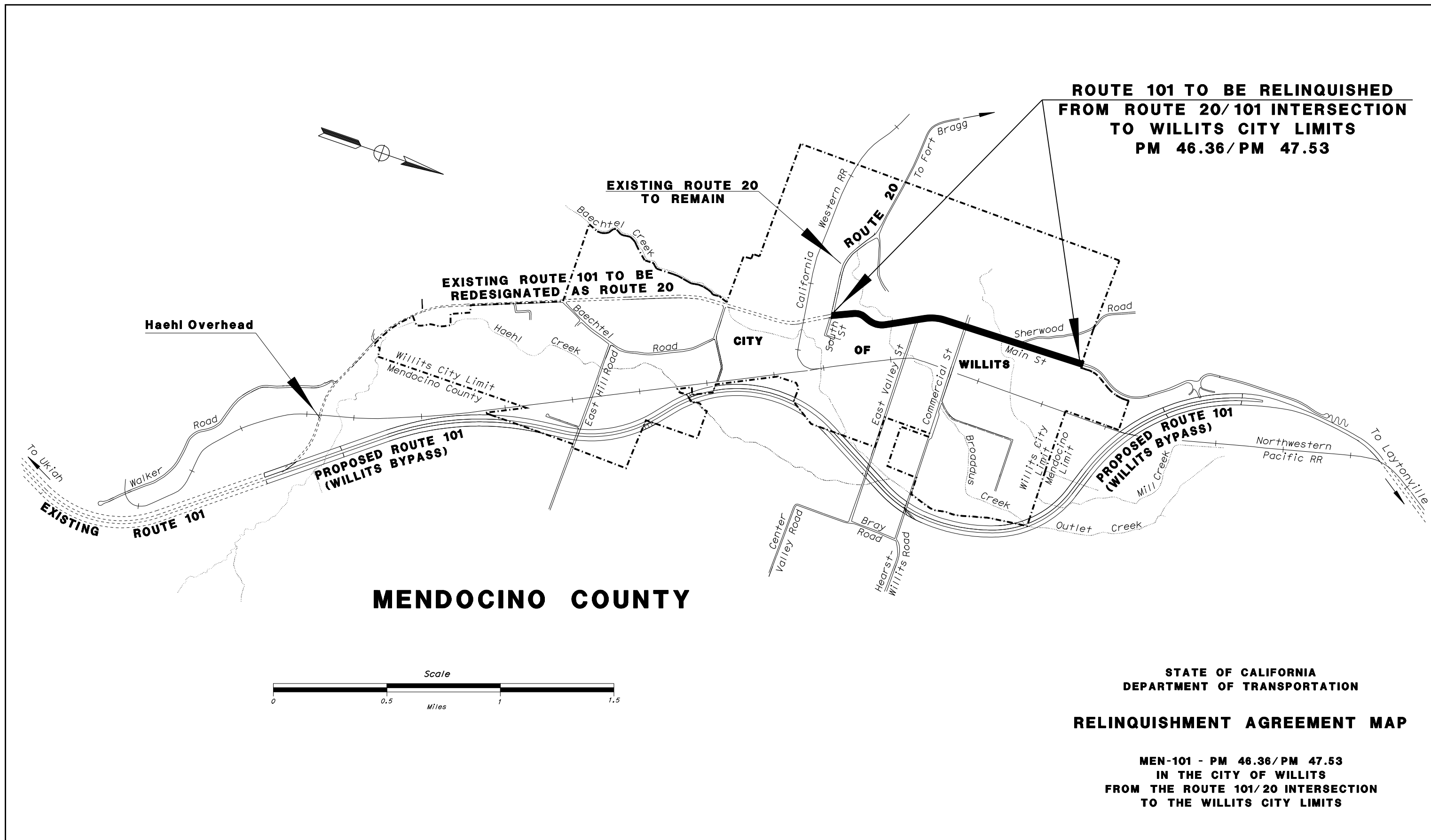


EXHIBIT B – Maintenance Tasks

A clause has been included in the Willits Bypass Special Provisions restricting the contractor from using CITY streets to haul construction materials with specific prior approval of the CITY.

Pavement within the RELINQUISHED FACILITIES will receive the pavement rehabilitation treatment as determined by the STATE Office of Materials Engineering and Testing Services based on a deflection study performed no more than 12 months prior to construction of the project bring the RELINQUISHED FACILITIES into a good state of repair (GSR).

The District Hydraulics Engineer will assess and evaluate all surface and subsurface drainage facilities within the RELINQUISHED FACILITIES and provide Caltrans design staff with a recommendation of the work needed to bring the facility into a GSR. The District Hydraulics Engineer's recommendation will be the basis for determining what the drainage GSR work will consist of. Caltrans will replace any drainage facility that has an expected service life of less than 15 years at the time of relinquishment. Corrugated metal pipe (CMP) culverts that are found to deficient will be replaced with HDPE or RCP culvert material.

All sidewalks, curbs, and related facilities within the RELINQUISHED FACILITIES will be upgraded to be accessible to and usable by the physically disabled as specified in the STATE Design Information Bulletin Number 82-04, Pedestrian Accessibility Guidelines for Highway Projects.

The two traffic signals within the RELIQUISHED FACILITIES are at the Commercial Street and Sherwood Road intersections. These signal systems have been maintained and are in good working condition. In the event the standards for traffic signal systems used on state highways are updated by the time the RELIQUISHED FACILITIES are superseded by the bypass or there are components that are in need of replacement, the STATE will install any required signal hardware and/or software at the two locations.

Caltrans will perform all repairs identified as needed in the Area Bridge Maintenance Engineer (ABME) bridge inspection reports based on an inspection conducted within one year of the RELINQUISHED FACILITIES being superseded by the bypass for the Broaddus Creek Bridge #10-0014 and Willits Creek Bridge #10-0015.

Caltrans has agreed to study the feasibility of developing and constructing a Sherwood Road/US 101 intersection improvement project. The project is expected to include a retaining wall approximately 30 feet tall that allows an improved connection to US 101. The Sherwood Road studies are in the preliminary design phase. Caltrans initial studies indicate that constructing the improvements will be feasible.

