

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

**WILLITS CITY COUNCIL
AMENDED AGENDA
JANUARY 14, 2015 ♦ 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**

- a. Update Regarding the Future of the Willits Center for the Arts (WCA), Including Presentation from Interested Group of WCA Members
- b. Update on the City's Emergency Water Supply Project

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:
 - November 12, 2014
 - December 10, 2014
- b. Resolution Establishing the City's Appropriations Limit for Fiscal Year 2014-2015, Pursuant to Article XIII B of the Constitution of the State of California
- c. Resolution to Supersede Resolution No. 2011-27 (Adopted November 9, 2011) to Include the One-Time Funding Increase to the Safe Drinking Water State Revolving Fund, Increasing the Loan Amount by \$391,312, for a Project Total of \$6,170,935

5. **INFORMATIONAL REPORTS**

Matters that do not require action by the City Council but are of public interest.

- a. Disbursements Journal(s):
 - Warrant Nos. 25527-25536, Totaling \$39,296.44
 - Warrant Nos. 25537-25624, Totaling \$128,771.45
 - Warrant Nos. 25625-25633, Totaling \$119,159.39
 - Warrant Nos. 25634-25714, Totaling \$161,850.36
- b. Building Inspection Activity Report – December 2014
- c. Business License Activity Report – December 2014
- d. Water Consumption/Revenue Chart – December 2014

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. Update Regarding Plans for REACH Air Medical Services Operations
 - b. Discussion and Possible Action to Authorize City Manager to Execute Professional Services Agreement with Regional Government Services (RGS) for Interim Human Resources Services, Not to Exceed \$40,000, Through June 30, 2015
 - c. Verbal Reports – No Action

9. **DEPARTMENT RECOMMENDATIONS**
 - a. Administration (*including City Clerk, Finance, Human Resources, Legal*)
 - b. Public Safety
 - c. Community Development (*including Planning, Building, and Code Enforcement*)
 - d. Public Works (*including Engineering, Water and Wastewater Systems*)

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:
 - Caltrans Bypass Project
 - Solid Wastes of Willits Franchise Agreement
 - Solar Array Project
 - Main Street Improvements
 - j. Other Committee Reports

11. **COUNCIL MEMBER REPORTS AND RECOMMENDATIONS**
 - a. Mayor's Appointments to City Committees, Boards and Agencies for 2015

12. **ENACTMENT OF ORDINANCES**

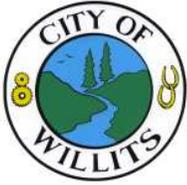
13. **GOOD & WELFARE**

14. **CLOSED SESSION NOTICE**
(No matters scheduled for this meeting.)

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 9th day of January, 2015.
 Cathy Sanders, Deputy City Clerk*



Item No. 3a

Meeting Date: January 14, 2015

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: UPDATE REGARDING THE FUTURE OF THE WILLITS CENTER FOR THE ARTS (WCA), INCLUDING PRESENTATION FROM INTERESTED GROUP OF WCA MEMBERS

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 20-30 min.

Summary of Request: At the last Council meeting (December 10, 2014), it was reported that efforts to establish the Willits Center for the Arts as an independent, self-sustaining entity had stalled. Since then, a group of longtime members have continued efforts to maintain activities, including sending out annual membership letters and managing the schedule of upcoming shows. As well, they have been endeavoring to solicit support for the establishment of a non-profit entity and will present their efforts at tonight's meeting.

Separate from those efforts, I have been contacted by other members in the community, whom are interested in the future of the WCA and have offered up alternatives to a non-profit entity. It is clear from these contacts that there is much interest and concern throughout the community regarding our local cultural arts venue. As such, I am requesting that the Mayor establish an Ad Hoc Committee in which to provide a forum for community input regarding the future of the Willits Center for the Arts. This will allow all interested parties to present their ideas and concerns in order to better inform the decision-making of the City Council.

Recommended Action: That the Mayor establish an Ad Hoc Committee to provide a forum for community input regarding the future of the Willits Center for the Arts.

Alternative(s): None recommended.

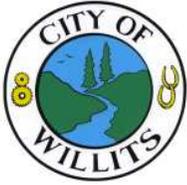
Fiscal Impact: N/A

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 _____



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Susie Holmes, Finance Director/City Treasurer

Agenda Title: ADOPTION OF RESOLUTION ESTABLISHING THE CITY'S APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014-2015, PURSUANT TO ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA

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

Overview

According to the California state appropriations limit (SAL) also known as the Gann Spending-Limitation Initiative (Article XIII B of the State Constitution) adopted as Proposition 4 in June of 1979 (and subsequently modified by Proposition 111 in June of 1990), the City is required to annually adopt a resolution setting an appropriations limit for each fiscal year. For 2014-15, we project that the City's appropriations (for all general governmental funds) subject to limitations will be \$2,931,383, which is \$2,564,439 less than the calculated limit of \$5,495,822.

Background and Key Concepts

The Gann Spending-Limitation Initiative provides for the limitation of state and local government appropriations. As discussed in the following summary of the major provisions of the Gann Initiative and Proposition 111 modifications, the Gann Initiative is actually a limitation on tax revenues rather than a direct limitation on appropriations:

1. Appropriations subject to limitation may not exceed appropriations made in 1978-79 except as adjusted for increases in the cost of living, population and service responsibility transfers.
2. Appropriations financed through service fees (to the degree that they do not exceed the cost of performing the service), grant programs, fines and forfeitures, and other specified "non-tax" sources are not subject to the appropriations limit. Additionally, appropriations for long-term indebtedness incurred prior to 1978-79, debt service on qualified capital outlays beginning in 1990-91, qualified capital outlays in excess of major capital-related expenditures, all appropriations funded through tax revenues are subject to limitation.
3. For the purpose of identifying "proceeds from taxes" under the Gann Initiative, state subventions that are unrestricted as to their use (such as motor vehicle in-lieu revenues) are considered to be tax sources. On the other hand, the use of subventions like gas tax and transportation development act funds is restricted by the State, and as such, is classified as non-tax sources.
4. Under the original Gann Initiative, all proceeds from taxes received in excess of the appropriations limit were required to be returned through refunds or revisions in tax rates and fee schedules within the next two fiscal years; or voter approval to increase the appropriations limit was required. Proposition 111 provides a one-year carryover feature to determine excess revenues under which refunds can be avoided if in the subsequent year the City is below the limit by the amount of the prior year excess. Any voter approved increased to the appropriations limit cannot exceed four years.
5. Originally, the Gann Initiative was self-executing, requiring no formal review; however, Proposition 111 requires that the annual calculation be reviewed as part of the annual financial audit.
6. Major concepts in implementing the Gann Initiative as modified by Proposition 111 include: appropriations funded through tax sources are subject to the limit, not actual expenditures; and any excess of actual tax

revenues over the appropriations limit, not actual expenditures or appropriations, are subject to refund.

Adjustment Factors

The annual adjustment factors for changes in population and cost of living for the appropriations limit calculation must be selected by a recorded vote of the Council, and include the following:

1. **Population.** Based on data provided annually by the State Department of Finance, cities may annually chose either the growth in their city's or the county's population.

For this year's calculation, the City's population growth factor (which exceeds the County's factor) is the recommended adjustment factor as discussed below.

2. **Cost of Living.** Local governments may annually choose either the percentage change in California per capita personal income or the percentage change in their jurisdiction's assessed valuation that is attributable to the non-residential new construction.

Data for the percentage change in California per capita personal income change is provided annually by the State Department of Finance. Data for the preceding year in calculating the increase in the non-residential assessed valuation is not currently available from the County; therefore, the recommended cost of living factor is California per capita income. However, when non-residential construction data becomes available from the County, the limit can be recalculated and retroactively adopted if different results are anticipated.

Calculation Summary

A summary of the City's appropriations limit history is provided in Attachment 2. As reflected in that summary, the City's limit for 2014-15 is \$5,255,297 calculated as follows:

Appropriations Limit Calculations	
2013-14 Appropriations Limit	\$ 5,471,830
Adjustment Factors	
A. Cost of Living Options	
1. Percentage change in assessed value in the preceding year due to new non-residential construction.	Not currently available
2. Percentage change in California per capita income	-0.23%
B. Population Options	
1. Percentage change in City population	0.67%
2. Percentage change in County population	0.59%
Percentage Factor (Cost of Living factor x Population factor)	1.00438459
2014-15 Appropriations Limit	\$ 5,495,822

The options highlighted in bold print are the recommended adjustment factors in determining our appropriations limit for 2014-15.

Attachments:

1. Resolution adopting the City's appropriations limit for Fiscal Year 2014-15
2. City's appropriation limit history

Recommended Action: Adopt resolution establishing the appropriations limit for Fiscal Year 2014-2015.

Alternative(s): None recommended.

Fiscal Impact: There is no negative impact resulting from adoption of the limit for 2014-15. The following summarizes the variance between the City's appropriations limit and our projected appropriations subject to this limit for 2014-15:

	2014-15 Estimate
Appropriations Limit	\$5,495,822
Estimated Appropriations Subject to Limit	2,931,383
Favorable Variance	\$2,564,439

Personnel Impact: Minimal.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

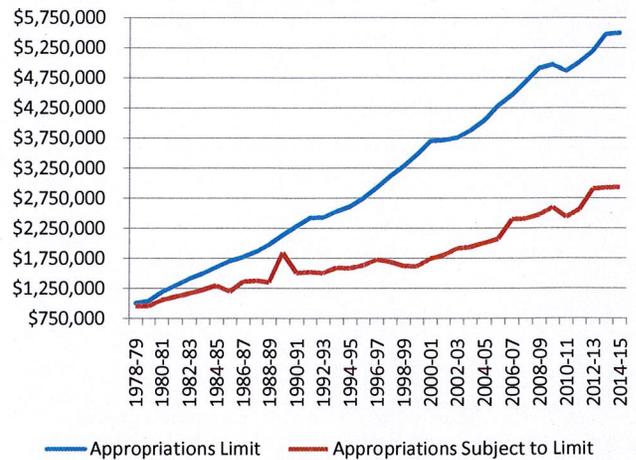
FINANCIAL AND STATISTICAL TABLES

APPROPRIATIONS LIMIT HISTORY

The *Gann Spending Limit Initiative*, a State constitutional amendment adopted by the voters on June 6, 1979, restricts appropriations from tax revenues by State and local governments. Under its provisions, no local agency can appropriate proceeds of taxes in excess of its "appropriations limit." Excess funds may be carried over into the next year. However, any excess funds remaining after the second year must be returned to taxpayers by reducing tax rates or fees; or a majority of the voters may approve an override to increase the limit.

The following summarizes changes in the City's appropriations limit and appropriations subject to the limit since the effective date of the initiative. While there are exceptions, in general, the City's appropriations limit increases annually by compound changes in cost-of-living and population. This summary also reflects changes made by Proposition 111 (adopted in June 1990) in determining the appropriations limit as well as the appropriations subject to it.

Appropriations 1979-2015



Fiscal Year	Limit Base	Cost of Living Factor	Population Factor	Appropriations Limit	Appropriations Subject to Limit	Variance
1978-79			3.26%	1,007,836	958,000	49,836
1979-80	1,007,836	10.17%	3.18%	1,040,692	958,010	1,040,692 *
1980-81	1,040,692	12.11%	2.96%	1,182,990	1,053,513	1,182,990 *
1981-82	1,182,990	9.12%	0.31%	1,294,880	1,114,500	180,380
1982-83	1,294,880	6.79%	1.69%	1,406,172	1,168,103	1,406,172 *
1983-84	1,406,172	2.35%	4.07%	1,497,793	1,229,235	1,497,793 *
1984-85	1,497,793	4.74%	2.23%	1,603,773	1,300,174	1,603,773 *
1985-86	1,603,773	3.74%	2.54%	1,706,013	1,196,957	509,056
1986-87	1,706,013	2.30%	1.20%	1,766,195	1,366,059	400,136
Post-Proposition 111						0
1987-88	1,766,195	3.47%	1.52%	1,855,259	1,379,288	1,855,259 *
1988-89	1,855,259	4.66%	1.82%	1,977,053	1,351,651	625,402
1989-90	1,977,053	5.19%	2.64%	2,134,566	1,848,351	286,215
1990-91	2,134,566	4.21%	2.61%	2,282,488	1,507,060	775,428
1991-92	2,282,488	4.14%	1.76%	2,418,818	1,524,510	2,418,818 *
1992-93	2,418,818	-0.64%	1.04%	2,428,333	1,506,223	2,428,333 *
1993-94	2,428,333	2.72%	1.33%	2,527,559	1,594,550	933,009
1994-95	2,527,559	0.71%	2.37%	2,605,833	1,585,902	1,019,931
1995-96	2,605,833	4.72%	0.65%	2,746,565	1,634,248	1,112,317
1996-97	2,746,565	4.67%	1.65%	2,922,265	1,732,572	1,189,693
1997-98	2,922,265	4.67%	1.83%	3,114,709	1,690,934	3,114,709 *
1998-99	3,114,709	4.15%	1.21%	3,283,222	1,624,423	1,658,799
1999-00	3,283,222	4.53%	1.21%	3,473,478	1,621,234	1,852,244
2000-01	3,473,478	4.91%	1.43%	3,696,136	1,744,753	1,951,383
2001-02	3,696,136	0.33%	0.20%	3,715,750	1,802,365	1,913,385
2002-03	3,715,750	0.33%	0.72%	3,754,853	1,916,480	1,838,373
2003-04	3,754,853	2.31%	0.76%	3,870,787	1,936,945	3,870,787 *
2004-05	3,870,787	3.28%	1.13%	4,042,923	2,006,648	2,036,275
2005-06	4,042,923	5.26%	0.69%	4,284,944	2,074,406	2,210,538
2006-07	4,284,944	3.96%	0.20%	4,463,537	2,401,614	2,061,923
2007-08	4,463,537	4.42%	0.50%	4,684,130	2,412,530	2,271,600
2008-09	4,684,130	4.29%	0.52%	4,910,481	2,480,006	4,910,481 *
2009-10	4,910,481	0.62%	0.52%	4,966,619	2,594,638	2,371,981
2010-11	4,966,619	-2.54%	0.39%	4,859,345	2,439,508	2,419,837
2011-12	4,859,345	2.51%	0.45%	5,003,730	2,564,501	2,439,229
2012-13	5,003,730	3.77%	-0.16%	5,184,063	2,905,515	2,278,548
2013-14	5,184,063	5.12%	0.41%	5,471,830	2,927,176	2,544,654
2014-15	5,471,830	-0.23%	0.67%	5,495,822	2,931,383	2,564,438

* Appropriation Subject to Limit Estimated

RESOLUTION NO. 2015-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS ADOPTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014-2015 PURSUANT TO ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA

WHEREAS, the voters approved the Gann Spending Limitation Initiative on November 6, 1979, and Proposition 111 on June 5, 1990, which establish and define annual appropriations on state and local government agencies; and

WHEREAS, regulations require that the governing body of each local agency establish its appropriations limit and annual adjustment factors by resolution; and

WHEREAS, the City of Willits has complied with the provisions of Article XIII B to determine the City's appropriations limit and estimated appropriations subject to limitation for 2014-2015; and

WHEREAS, the appropriations limit is calculated pursuant to Proposition 111, the City Council is aware that adoption of this limit is an interim measure and the limit may change at a future date once all the data required to compute is available; and

WHEREAS, the specific information that is not available is the percentage change in non-residential construction and this information is to be supplied by the County of Mendocino Tax Assessor's Office at some future date.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Willits hereby adopts the City's appropriations limit and annual adjustment factors for Fiscal Year 2014-15 as follows:

Appropriations Limit: 2013-14	\$5,471,830
Cost of Living Factor: Percent change in California per capita income	-.23%
Population Factor: City Population Growth	.67%
Compound Percentage Factor	.44%
Appropriations Limit: 2014-15	\$5,495,822

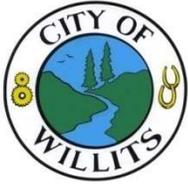
The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 14th day of January, 2015, by the following vote:

AYES:
NOES:
ABSENT:

BRUCE BURTON, Mayor
City Council of the City of Willits

ATTEST:

CATHY SANDERS, Deputy City Clerk



Item No. **4c**

Meeting Date: **January 14, 2015**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Rod Wilburn, Public Works Director

Agenda Title: ADOPT RESOLUTION TO SUPERSEDE RESOLUTION NO. 2011-27 (ADOPTED NOVEMBER 9, 2011) TO INCLUDE THE ONE-TIME BUDGET INCREASE TO THE SAFE DRINKING WATER STATE REVOLVING FUND, INCREASING THE LOAN AMOUNT BY \$391,312 FOR A PROJECT TOTAL OF \$6,170,935

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

Summary of Request: On June 25, 2014, the City Council approved a one-time Safe Drinking Water State Revolving Fund (SDWSRF) funding increase for the Water Treatment Plant Improvement Project. Subsequently, the California Department of Public Health (CDPH) informed City staff that the approval needed to be in the form of a resolution. CDPH staff has requested this be accomplished with a resolution superseding Resolution No. 2011-27 (adopted November 9, 2011), which approved the original funding agreement, with the additional inclusion of the funding increase (*Ref: the last "Whereas" in the attached resolution*).

For your recollection, the one-time budget increase to the Safe Drinking Water State Revolving Fund increased the loan amount by \$391,312, for a project total of \$6,170,935.

Recommended Action: Adopt resolution superseding Resolution No. 2011-27, to include the one-time budget increase to the Safe Drinking Water State Revolving Fund, increasing the loan amount by \$391,312 for a project total of \$6,170,935.

Alternative(s): N/A.

Fiscal Impact: N/A.

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. 2015-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS, SUPERSEDING RESOLUTION NO. 2011-27, AUTHORIZING THE CITY MANAGER OF SAID CITY OF WILLITS TO SIGN FUNDING AGREEMENT, AMENDMENTS, AND CERTIFICATIONS FOR FUNDING UNDER THE SAFE DRINKING WATER STATE REVOLVING FUND; AUTHORIZING THE CITY MANAGER TO APPROVE CLAIMS FOR REIMBURSEMENT; AUTHORIZING THE CITY ENGINEER TO EXECUTE THE BUDGET AND EXPENDITURE SUMMARY; AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACTOR'S RELEASE FORM AND THE CITY ENGINEER TO SIGN THE CERTIFICATION OF PROJECT COMPLETION; AND DEDICATING REVENUES FROM THE WATER ENTERPRISE FUND AS THE SOURCE OF REVENUE TO REPAY SAID LOAN

WHEREAS, on January 3, 2011, the City of Willits made application to the California Department of Public Health for a \$5,779,623 loan under the Safe Drinking Water State Revolving Fund; and

WHEREAS, on November 2, 2011, the California Department of Public Health issued a Notice of Application Acceptance to said City of Willits committing \$2,779,623 in loan funding (the "Loan") and \$3,000,000 in grant funding (the "Grant") from the Safe Drinking Water State Revolving Fund for The Water Treatment Plant Improvements Project / 2310004-001; and

WHEREAS, on November 2, 2011, the California Department of Public Health committed funding in the amount of \$5,779,623 under the Safe Drinking Water State Revolving Fund program; and

WHEREAS, on November 9, 2011, said City Council of the City of Willits adopted a project budget totaling \$5,779,623; and

WHEREAS, the Funding Agreement under the Safe Drinking Water State Revolving Fund will provide for a thirty (30) year repayment period at a zero (0%) percent interest rate; and

WHEREAS, prior to the California Department of Public Health issuing a Funding Agreement, said City Council of the City of Willits is required to pass a resolution formally establishing a dedicated source of revenue to repay the Loan, authorizing an officer to execute all Funding Agreements, amendments, and certifications, designating a person to approve claims for reimbursement, designating a person (registered engineer) to sign the Budget and Expenditure Summary, designating a person (registered engineer) to sign Certification of Project Completion, and designating a person to sign the Contractor's Release Form; and

WHEREAS, the City Council of the City of Willits is required to establish and maintain water rates and charges in amounts sufficient to generate and maintain annual net revenues from the Water Enterprise Fund equal to at least 1.2 times the total annual debt service payable until the Loan is repaid in full.

WHEREAS, the City Council of the City of Willits on June 25, 2014, approved the submission of a request for a one-time increase of \$391,312 to the California Department of Public Health under the Safe Drinking Water State Revolving Fund, bringing the new loan amount to \$3,170,935, for a project total of \$6,170,935.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the City Manager is hereby authorized to incur indebtedness pursuant to the funding agreement, and sign the Safe Drinking Water State Revolving Fund program Funding Agreement and any amendments thereto. (The term "Indebtedness" as used herein means all grants, debts, obligations and liabilities, currently existing or now or hereafter made, incurred or created in connection with the Loan and the Grant); and

BE IT FURTHER RESOLVED AND ORDERED, that the City Manager is hereby authorized to approve Claims for Reimbursement under the Safe Drinking Water State Revolving Fund program; and

BE IT FURTHER RESOLVED AND ORDERED, that the City Engineer is hereby authorized to execute the Budget and Expenditure Summary for the Safe Drinking Water State Revolving Fund program; and

BE IT FURTHER RESOLVED AND ORDERED, that the City Manager is hereby authorized to sign the Contractor's Release Form for the Safe Drinking Water State Revolving Fund Program; and

BE IT FURTHER RESOLVED AND ORDERED, that the City Engineer is hereby authorized to certify that the project is complete and ready for final inspection; and

BE IT FURTHER RESOLVED AND ORDERED, that the City of Willits does hereby designate net revenues from the Water Enterprise Fund as the dedicated source of revenue to repay the Loan and pledges the Water Enterprise Fund as collateral for the Loan. This dedication and pledge shall remain in full force and effect until the loan is fully discharged, unless modification or change of such dedication and pledge is approved in writing by the California Department of Public Health. If for any reason, the source of revenues proves insufficient to satisfy the debt service of the Loan, sufficient funds shall be raised through increased water rates, user charges, or assessments or any other legal means available to meet the Loan obligation and to operate and maintain the project; and

BE IT FURTHER RESOLVED AND ORDERED, that the City of Willits shall establish water rates and charges in amounts sufficient to generate and maintain annual net revenues from the Water Enterprise Fund equal to at least 1.2 times the total annual debt service until the Loan is repaid in full; and

BE IT FURTHER RESOLVED AND ORDERED, the authority granted hereunder shall be deemed retroactive. All acts authorized hereunder and performed prior to the date of this Resolution are hereby ratified and affirmed. The California Department of Public Health is authorized to rely upon this Resolution until written notice to the contrary, executed by each of the undersigned, is received by the California Department of Public Health. The California Department of Public Health shall be entitled to act in reliance upon the matters contained herein, notwithstanding anything to the contrary contained in the formation documents of the City of Willits or in any other document.

The above and foregoing Resolution, superseding Resolution No. 2011-27, 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 14th day of January, 2015, by the following vote:

AYES:
NOES:
ABSENT:

BRUCE BURTON, Mayor
City Council of the City of Willits

ATTEST:

Cathy Sanders, Deputy City Clerk

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25527	12/01/14	WILLITS COMMUNITY TV	215 PEG FUNDS	3,000.00	521915	141106A		P N H 100.1001.2199.000
25528	12/03/14	EEL RIVER FUELS	28 FUEL	718.22	521913	346471		P N H 100.125
25528	12/03/14	EEL RIVER FUELS	28 DIESEL FUEL	116.01	521914	346466		P N H 100.126
				834.23	*CHECK TOTAL			
25529	12/05/14	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00	521916	141205		P N H 690.237
25530	12/03/14	EEL RIVER FUELS	28 FUEL	774.52	521911	349949		P N H 100.125
25530	12/03/14	EEL RIVER FUELS	28 DIESEL FUEL	302.88	521912	249962		P N H 100.126
				1,077.40	*CHECK TOTAL			
25531	12/05/14	AFLAC	4036 125 PLAN POLICY PRE	1,246.26	521917	798233		P N H 690.246
25532	12/05/14	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	1,490.00	521918	141205		P N H 690.236
25533	12/05/14	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	180.19	521919	141205		P N H 690.233
25534	12/05/14	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	141.56	521920	141205		P N H 690.233
25535	12/05/14	PERS	256 EMPLOYER CONTRIBUT	23,102.34	521921	141205		P N H 690.229
25535	12/05/14	PERS	256 EMPLOYEE CONTRIBUTI	7,624.46	521921	141205		P N H 690.230
				30,726.80	*CHECK TOTAL			
25536	12/10/14	WAGENET/HAROLD G	4303 CRAFT FAIR SOUND	300.00	521910	3237		P M H 600.601
25536	12/10/14	WAGENET/HAROLD G	4303 GOODWILL DISCOUNT	50.00CR	521910	3237		P M H 600.601
				250.00	*CHECK TOTAL			
GENERAL CHECK FORM			TOTAL	39,296.44				

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25537	12/15/14	ACME HOME ELEVATOR I	4474 MAINT AGREEMENT	1,232.00	521816	1279899		P N W 600.601
25538	12/15/14	ACS	1432 MONTHLY NEW VISION	3,603.81	521781	1101740		P N W 100.1003.2041.000
25538	12/15/14	ACS	1432 MONTHLY NEW VISION	3,603.81	521817	1087928		P N W 100.1003.2041.000
				7,207.62	*CHECK TOTAL			
25539	12/15/14	ADAMS/MARK	.09339 PER DIEM 12/10/2014	40.00	521784	141210		P N W 100.1020.2106.000
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	88.00	521789	4110803		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	84.00	521790	4110810		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	108.00	521791	4110957		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	194.00	521792	4111202		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	108.00	521793	4111535		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	88.00	521794	4111536		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	84.00	521795	4111584		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	194.00	521796	4112018		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	88.00	521797	4112133		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	108.00	521798	4112134		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	84.00	521799	4112137		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	254.00	521800	4112135		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	84.00	521801	4112355		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	88.00	521802	4112373		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	108.00	521803	4112476		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521804	4110764		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	160.00	521805	4110780		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	157.00	521806	4110854		P N W 501.5013.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	145.00	521807	4111023		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	105.00	521808	4111576		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	50.00	521809	4111832		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	157.00	521810	4112138		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	105.00	521811	4112381		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	70.00	521812	4112400		P N W 503.5033.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 2014 SURFACE WTR TEST	848.00	521813	4111194		P N W 213.2133.2061.015
25540	12/15/14	ALPHA ANALYTICAL LAB	7 2014/15 STORM WTR T	1,669.00	521814	4111455		P N W 213.2133.2061.015
				5,283.00	*CHECK TOTAL			
25541	12/15/14	ANDERSON/JON	4526 LUNCH PER DIEM 12/15/1	12.00	521785	141211		P N W 100.1020.2105.000
25541	12/15/14	ANDERSON/JON	4526 PER DIEM 12/10/2014	40.00	521786	141210		P N W 100.1020.2106.000
				52.00	*CHECK TOTAL			
25542	12/15/14	ARAMARK UNIFORM SERV	4065 MATS/RAGS/MOPS	562.75	521782	141130		P N W 100.1016.2199.000
25542	12/15/14	ARAMARK UNIFORM SERV	4065 MATS/RAGS	459.77	521782	141130		P N W 501.5013.2199.000
25542	12/15/14	ARAMARK UNIFORM SERV	4065 MATS	15.87	521782	141130		P N W 100.1040.2081.030
				1,038.39	*CHECK TOTAL			
25543	12/15/14	AT&T	4615 WATER DEPT	168.48	521815	141119		P N W 503.5030.2015.000
25544	12/15/14	AUTO MART	750 VEHICLE MAINT UNIT 23	369.38	521783	956026		P M W 100.1022.2044.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25545	12/15/14	AUTO MART AUTO REPAI	4791 VEHICLE MAINT	280.68	521787	18077		P M W 501.5013.2041.000
25545	12/15/14	AUTO MART AUTO REPAI	4791 VEHICLE MAINT	1,394.13	521788	18072		P M W 503.5031.2041.000
				1,674.81	*CHECK TOTAL			
25546	12/15/14	BARKSDALE/BILL	4938 MAIL SLOT WCAC	84.24	521820	83232		P N W 600.601
25547	12/15/14	BARTKIEWICZ,KRONICK	4073 LEGAL SERVICES	2,864.08	521822	8729.0001		P N W 503.5030.2061.010
25548	12/15/14	BENNETT/MICHAEL	4899 LODGING 4 NIGHTS	405.60	521819	119576224994		P N W 100.1020.2105.000
25548	12/15/14	BENNETT/MICHAEL	4899 PER DIEM 12/10/2014	40.00	521819	119576224994		P N W 100.1020.2106.000
				445.60	*CHECK TOTAL			
25549	12/15/14	BOWERS/JOSH	4239 WEBSITE MAINT	302.25	521821	60		P M W 100.1002.2081.030
25550	12/15/14	BROOKTRAILS	4369 AIRPORT WATER/SEWER	116.15	521818	CIT0001		P N W 500.5001.2111.000
25551	12/15/14	CALIFORNIA SURVEYING	410 SOFTWARE MAINT SPECTR	380.00	521825	23621/1		P N W 100.1042.2041.000
25552	12/15/14	CANON SOLUTIONS AMER	4784 COPIER MAINT	42.87	521826	4014554817		P N W 503.5033.2055.000
25553	12/15/14	CARNAHAN/MONICA	.09340 WATER DEPOSIT REFUND	65.30	521823	10404660002		P N W 503.111
25554	12/15/14	CLEARLY MENDOCINO WA	4221 WATER NOV 2014	60.00	521827	141201		P M W 100.1020.2199.000
25555	12/15/14	COAST HARDWARE	31 LIGHT BULB	38.88	521831	141130		P N W 100.1016.2025.000
25555	12/15/14	COAST HARDWARE	31 CONNECTOR/BLADE	59.42	521831	141130		P N W 501.5011.2041.000
25555	12/15/14	COAST HARDWARE	31 MISC TOOLS/SUPPLIES	39.98	521831	141130		P N W 503.5033.2041.000
25555	12/15/14	COAST HARDWARE	31 SAFETY EQUIPMENT	97.25	521831	141130		P N W 100.1022.2101.031
25555	12/15/14	COAST HARDWARE	31 BATTERIES	34.58	521831	141130		P N W 100.1022.2101.033
				270.11	*CHECK TOTAL			
25556	12/15/14	COUNTY OF MENDOCINO	33 JC ELECTIC SVC OCT 20	937.94	521829	2014-10		P N W 100.1020.2110.000
25556	12/15/14	COUNTY OF MENDOCINO	33 JC WATER SVC OCT 2014	328.20	521829	2014-10		P N W 100.1020.2110.000
25556	12/15/14	COUNTY OF MENDOCINO	33 JC GARBAGE SVC OCT 201	78.50	521829	2014-10		P N W 100.1020.2110.000
				1,344.64	*CHECK TOTAL			
25557	12/15/14	COUNTY OF MENDOCINO	197 COURT/STATE FEES PARK	125.00	521830	141117		P N W 100.1020.2081.030
25558	12/15/14	COUNTY OF MENDOCINO	4133 MO SVC AGREE NOV 2014	660.00	521828	201411-2		P N W 100.1020.2081.030
25558	12/15/14	COUNTY OF MENDOCINO	4133 HOURLY SUPPORT NOV 20	199.92	521828	201411-2		P N W 100.1020.2081.030
25558	12/15/14	COUNTY OF MENDOCINO	4133 SERVICE CREDIT	199.92CR	521828	201411-2		P N W 100.1020.2081.030
				660.00	*CHECK TOTAL			
25559	12/15/14	CREATIVE FORMS & CON	4005 TAX FORMS	108.28	521824	113423		P N W 100.1003.2055.000
25560	12/15/14	CRITICAL REACH	4557 ANNUAL REPORT	285.00	521833	15-602		P N W 100.1020.2015.000
25561	12/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	657.09	521832	141201		P N W 100.1002.2055.000
25561	12/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	9.84	521832	141201		P N W 503.5033.2055.000
25561	12/15/14	CURRY'S DISCOUNT INC	4198 EVIDENCE ROOM SUPPLIE	153.43	521832	141201		P N W 100.1022.2101.031

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WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25561	12/15/14	CURRY'S DISCOUNT INC	4198 TONER/PAPER/FOLDERS	667.11	521832	141201		P N W 100.1020.2055.000
				1,487.47	*CHECK TOTAL			
25562	12/15/14	CYDZIK/MATTHEW	4770 PER DIEM 12/10/2014	40.00	521834	141210		P N W 100.1020.2106.000
25563	12/15/14	DEEP VALLEY SECURITY	40 POLICE ALARM SYS DEC2	140.00	521836	269068		P N W 100.1020.2081.030
25563	12/15/14	DEEP VALLEY SECURITY	40 SECURITY	43.95	521839	269245		P N W 100.1040.2081.030
25563	12/15/14	DEEP VALLEY SECURITY	40 SECURITY	43.95	521839	269245		P N W 100.1042.2081.030
				227.90	*CHECK TOTAL			
25564	12/15/14	DONAHUE/JAKE	4338 LUNCH PER DIEM 12/15/1	12.00	521835	141211		P N W 100.1020.2105.000
25564	12/15/14	DONAHUE/JAKE	4338 PER DIEM 12/10/2014	40.00	521840	141210		P N W 100.1020.2106.000
				52.00	*CHECK TOTAL			
25565	12/15/14	EBA ENGINEERING INC	3985 2014 QTRLY MONITORING	42.50	521842	26987		P N W 201.2011.2081.030
25566	12/15/14	EEL RIVER FUELS	28 FUEL	696.10	521841	351512		P N W 100.125
25567	12/15/14	FISHER WIRELESS	4105 PD RADIO MAINT JAN	1,266.30	521837	1481		P N W 100.1020.2041.000
25568	12/15/14	FRYMAN SEPTIC TANK S	56 PORT TOILET RENTAL	154.53	521843	9997099		P M W 100.1011.2101.045
25569	12/15/14	GARTON TRACKTOR INC	4935 MOWER BLADE	155.70	521845	CU15269		P N W 100.1050.4002.000
25570	12/15/14	GCS ENVIRONMENTAL	4370 STREET SWEEPER MAINT	985.78	521847	10757		P N W 201.2011.2041.000
25571	12/15/14	GHD INC.	4697 RIVER WATCH/BROOKTRAI	170.00	521848	87075		P M W 100.1004.2061.020
25572	12/15/14	GOLDEN STATE OVERNIG	4728 EVIDENCE SHIPPING	6.27	521838	1688120		P N W 100.1022.2101.031
25573	12/15/14	GONZALEZ/GERARDO	395 LUNCH PER DIEM	12.00	521846	141211		P N W 100.1020.2105.000
25574	12/15/14	GROUNWATER & ENVIRON	4939 UST SITE ASSESMENT	1,950.00	521844	712313		P N W 201.2011.2081.030
25575	12/15/14	HARPER/SUSIE	.09342 CRAFT FAIR BOOTH REFUN	20.00	521852	141211		P N W 600.601
25576	12/15/14	HARRISON DRYWALL	.09341 WATER DEPSIT REFUND	65.30	521851	10300370007		P N W 503.111
25577	12/15/14	HILTI INC.	4451 CARTRIDGE HOLDER/ANCH	576.47	521850	4605069481		P N W 503.5033.4003.000
25578	12/15/14	HOLMES/SUSAN	4894 MILEAGE 70 X .56	207.20	521853	141126		P N W 100.1003.2105.000
25578	12/15/14	HOLMES/SUSAN	4894 PER DIEM LUNCH 11/23/14	7.00	521853	141126		P N W 100.1003.2105.000
25578	12/15/14	HOLMES/SUSAN	4894 PER DIEM DINNER 11/20/	13.00	521853	141126		P N W 100.1003.2105.000
				227.20	*CHECK TOTAL			
25579	12/15/14	HYDEC	4378 CHECK VALVE	6,345.78	521854	20132	003676	P N W 503.5033.2041.000
25580	12/15/14	INTEGRITY SHRED LLC	4932 DOCUMENT SHREDDING	50.00	521856	45509		P N W 100.1002.2055.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25581	12/15/14	IRETON/MIKE	.09343 OVERPAYMENT REFUND	68.14	521855	10201960014		P N W 503.0503.6600.000
25582	12/15/14	KILLION/FRED	4607 CITY HALL JANITORIAL	800.00	521857	141209		P M W 100.1016.2061.020
25583	12/15/14	LANCE/JAMES H.	4054 BROOKTRAILS LEGAL	1,740.00	521859	3082		P M W 501.5017.6001.000
25583	12/15/14	LANCE/JAMES H.	4054 LEGAL SERVICES	7,457.50	521860	3081		P M W 100.1004.2081.030
				9,197.50	*CHECK TOTAL			
25584	12/15/14	LES SCHWAB TIRES INC	4015 MOUNT AND BALANCE TIRE	86.00	521867	63700076378		P N W 100.1022.2044.000
25585	12/15/14	LICON-BROWN	.09344 WATER DEPOSIT REFUND	3.80	521858	10300170002		P N W 503.111
25586	12/15/14	LIEBERFARB/KATHY	.09345 CRAFT FAIR BOOTH REFU	170.00	521861	141211		P N W 600.601
25587	12/15/14	LITTLE LAKE AUTO PAR	46 BATTERY	134.08	521862	262613		P M W 100.1022.2044.000
25587	12/15/14	LITTLE LAKE AUTO PAR	46 BRAKE PADS	66.49	521863	262937		P M W 201.2011.2041.000
25587	12/15/14	LITTLE LAKE AUTO PAR	46 BATTERY	246.53	521864	263241		P M W 201.2011.2041.000
25587	12/15/14	LITTLE LAKE AUTO PAR	46 LAMP	15.12	521865	263375		P M W 201.2011.2041.000
25587	12/15/14	LITTLE LAKE AUTO PAR	46 HALOGEN CAPSULE	10.26	521866	266131		P M W 100.1022.2044.000
				472.48	*CHECK TOTAL			
25588	12/15/14	MCC CONTROL SYSTEMS	4682 SEWER BLOWER CHANGES	540.00	521871	2001692		P N W 501.5013.2041.000
25589	12/15/14	MENDO MILL & LUMBER	284 COAT HOOK	9.44	521870	221100		P N W 600.601
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	54.05	521869	141130		P N W 100.1002.2055.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	95.80	521869	141130		P N W 100.1016.2025.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	94.34	521869	141130		P N W 100.1041.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	136.31	521869	141130		P N W 100.1042.2101.045
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	22.83	521869	141130		P N W 100.1050.2101.045
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	3.73	521869	141130		P N W 100.1050.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	37.64	521869	141130		P N W 201.2011.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	12.02	521869	141130		P N W 202.2020.2101.045
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	27.67	521869	141130		P N W 213.2133.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	29.32	521869	141130		P N W 501.5011.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	227.45	521869	141130		P N W 501.5013.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	166.81	521869	141130		P N W 503.5031.2041.000
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	333.96	521869	141130		P N W 503.5031.4003.038
25590	12/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	43.80	521869	141130		P N W 503.5033.2041.000
				1,285.73	*CHECK TOTAL			
25591	12/15/14	MENDOZA/RAFAEL	.09346 WATER DEPOSIT REFUND	41.36	521868	10400470003		P N W 503.111
25592	12/15/14	P G & E COMPANY	114 CITY HALL	1,108.36	521879	141125		P N W 100.1016.2110.000
25592	12/15/14	P G & E COMPANY	114 PD RADIO	9.52	521879	141125		P N W 100.1020.2110.000
25592	12/15/14	P G & E COMPANY	114 PUBLIC WORKS	392.97	521879	141125		P N W 100.1040.2110.000
25592	12/15/14	P G & E COMPANY	114 ENGINEERING	69.31	521879	141125		P N W 100.1042.2110.000
25592	12/15/14	P G & E COMPANY	114 PARKS	1,008.11	521879	141125		P N W 100.1050.2110.000
25592	12/15/14	P G & E COMPANY	114 STREET LIGHTS	5,483.26	521879	141125		P N W 201.2010.2110.000
25592	12/15/14	P G & E COMPANY	114 AIRPORT	385.41	521879	141125		P N W 500.5001.2110.000

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GENERAL CHECK FORM								
25592	12/15/14	P G & E COMPANY	114 SP COLLECTION	43.64	521879	141125		P N W 501.5011.2110.000
25592	12/15/14	P G & E COMPANY	114 SEWER	11,706.08	521879	141125		P N W 501.5013.2110.000
25592	12/15/14	P G & E COMPANY	114 WATER	1,101.26	521879	141125		P N W 503.5033.2110.000
				21,307.92	*CHECK TOTAL			
25593	12/15/14	PACIFIC INTERNET INC	1442 WEBSITE/EMAIL	90.00	521872	313902		P N W 600.601
25594	12/15/14	PERPETUAL ENERGY SYS	4254 WATER PLANT SOLAR	4,884.21	521878	WIL-1411		P N W 503.5033.2110.000
25595	12/15/14	PETTY CASH	123 ICE/DISTILLED WATER	35.74	521876	141106		P N W 503.5031.2041.000
25595	12/15/14	PETTY CASH	123 MEETING REFRESHMENTS	11.99	521877	141201		P N W 100.1016.2055.000
				47.73	*CHECK TOTAL			
25596	12/15/14	PRINTING PLUS	127 POSTERS	192.46	521873	2531		P M W 600.601
25596	12/15/14	PRINTING PLUS	127 POSTERS/HANDBILLS	84.66	521874	2554		P M W 600.601
25596	12/15/14	PRINTING PLUS	127 POSTERS	84.88	521875	2555		P M W 600.601
				362.00	*CHECK TOTAL			
25597	12/15/14	R E M I F	135 EARTHQUAKE & FLOOD	29,652.92	521883	141203		P N W 100.1002.2031.000
25597	12/15/14	R E M I F	135 DENTAL INS PREMIUM	5,356.00	521884	150101		P N W 690.231
25597	12/15/14	R E M I F	135 VISION INS PREMIUM	957.00	521884	150101		P N W 690.231
25597	12/15/14	R E M I F	135 EAP INS PREMIUM	237.12	521884	150101		P N W 690.231
25597	12/15/14	R E M I F	135 LIFE INS PREMIUM	510.42	521884	150101		P N W 690.231
				36,713.46	*CHECK TOTAL			
25598	12/15/14	R J RICCIARDI INC	4153 AUDIT SERVICES	720.00	521886	8854		P N W 100.1003.2081.030
25599	12/15/14	RAMSEY/DAN	4773 AIRPORT MANAGEMENT	1,833.00	521888	141201		P M W 500.5001.2081.030
25599	12/15/14	RAMSEY/DAN	4773 E&O INSURANCE	1,000.00	521888	141201		P M W 500.5001.2031.000
				2,833.00	*CHECK TOTAL			
25600	12/15/14	REDWOOD TOXICOLOGY I	291 LAB SCREENING NOV 2014	26.25	521880	1930201411		P N W 100.1020.2061.014
25601	12/15/14	RENAUD/FELICIA	.09347 CRAFT FAIR BOOTH REFUN	40.00	521882	141211		P N W 600.601
25602	12/15/14	RICE/DAVID	.09348 CRAFT FAIR BOOTH REFUN	20.00	521885	141211		P N W 600.601
25603	12/15/14	ROBLES/CRUZ	.09349 WATER DEPOSIT REFUND	58.23	521887	10300490005		P N W 503.111
25604	12/15/14	ROUND TREE GLASS INC	138 VEHICLE MAINT UNIT 24	124.79	521881	63163		P M W 100.1022.2044.000
25605	12/15/14	SANTA ROSA JUNIOR CO	.09351 TUITION	92.00	521891	AR15-00839		P N W 100.1020.2106.000
25606	12/15/14	SIERRA DISPLAY INC	4555 HOLIDAY DECORATION REP	71.47	521893	19352		P N W 100.1041.2041.000
25607	12/15/14	SIERRA VIEW LANDSCAP	4712 WETLAND MTCE	2,168.00	521892	13063-5		P N W 501.5013.2081.030
25608	12/15/14	STANGER/BARBARA	.09350 CRAFT FAIR BOOTH REFUN	20.00	521889	141211		P N W 600.601

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25609	12/15/14	STATE OF CALIFORNIA	843 LIVESCAN	79.00	521890	70034		P N W 100.1005.2061.013
25610	12/15/14	TELECOM SERVICES	4691 QTRLY MAINT	570.00	521895	7327		P N W 100.1002.2081.030
25611	12/15/14	THOMAS/JOAN	.09352 WATER DEPOSIT REFUND	16.41	521894	10103270001		P N W 503.111
25612	12/15/14	UKIAH FORD INC	382 VEHICLE MAINT	300.00	521901	FOCS124491		P N W 100.1011.2041.000
25612	12/15/14	UKIAH FORD INC	382 VEHICLE MAINT	370.37	521901	FOCS124491		P N W 100.1015.2041.000
				670.37	*CHECK TOTAL			
25613	12/15/14	ULINE	4379 SHIPPING BOXES PEBT UN	63.58	521898	63552431		P N W 100.1022.2101.031
25614	12/15/14	UNDERHILL/MARY ANN	.09353 CRAFT FAIR BOOTH REFUN	20.00	521897	141211		P N W 600.601
25615	12/15/14	UNITED PARCEL SERVIC	165 CHANGE ORDER #4	3.68	521896	958793474		P M W 409.4090.2055.000
25615	12/15/14	UNITED PARCEL SERVIC	165 CHANGE ORDER #4	3.68	521896	958793474		P M W 409.4090.2055.000
25615	12/15/14	UNITED PARCEL SERVIC	165 DEPT JUSTICE	5.42	521896	958793474		P M W 100.1002.2055.000
				12.78	*CHECK TOTAL			
25616	12/15/14	UTILITY SUPPLY OF AM	3997 GLOVES/TEST STIPS	304.29	521899	510778		P N W 501.5013.2101.034
25616	12/15/14	UTILITY SUPPLY OF AM	3997 DISCHARGE HOSE	692.43	521900	511571		P N W 501.5013.2041.000
				996.72	*CHECK TOTAL			
25617	12/15/14	WESTAMERICA BANK	4161 PRINCIPAL	3,949.92	521902	141125		P N W 501.5011.3001.000
25617	12/15/14	WESTAMERICA BANK	4161 INTEREST	360.87	521902	141125		P N W 501.5011.3002.000
				4,310.79	*CHECK TOTAL			
25618	12/15/14	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	20.00	521903	141205		P N W 690.248
25619	12/15/14	WILLITS NEWS	179 PUBLIC NOTICE	101.67	521905	5340788		P N W 503.5030.2050.000
25620	12/15/14	WILLITS ONLINE LLC	4108 WCAC WEBSITE	129.00	521907	398230		P N W 600.601
25621	12/15/14	WILLITS POWER	1245 BLADE	48.62	521906	285747		P M W 501.5013.2041.000
25622	12/15/14	WIPF/ERNEST	1032 VACTOR WATER LEAK S M	687.50	521904	35966		P M W 503.5031.2081.030
25623	12/15/14	YUSEM/RACHEL ARAMA	.09354 CRAFT FAIR BOOTH REFUN	20.00	521908	141211		P N W 600.601
25624	12/15/14	383 S M HOLDING	.09355 BUS LIC PROC FEE REFUN	20.00	521909	51		P N W 100.1003.6650.000
25624	12/15/14	383 S M HOLDING	.09355 STATE BUS LIC FEE REFUN	1.00	521909	51		P N W 600.614
				21.00	*CHECK TOTAL			
GENERAL CHECK FORM			TOTAL	128,771.45				

Disbursement History Report

CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID F 9 BX M BANK FUND & ACCOUNT	LINE	ACCOUNT NAME
25626	12/17/14	468	STATE WATER RES CONTROL GRADE D2 CERT CALDWELL	60.00	522054 141217		H-123114-384 P N	00015	FEES AND PERMITS-STATE CHEK 503.5030.2001.002
25627	12/19/14	104	MENDO-LAKE CREDIT UNION DIRECT DEPOSIT	350.00	522053 141219		H-123114-384 P N	00012	CREDIT UNION WITHHELD CHEK 690.237
25628	12/19/14	4036	AFLAC 125 PLAN POLICY PREMIUMS	1,316.28	522052 875153		H-123114-384 P N	00006	125 PLAN CHEK 690.246
25629	12/19/14	4870	MASSMUTUAL RETIREMENT SE DEFERRED COMPENSATION	10,709.80	522051 141219		H-123114-384 P N	00011	ICMA & HARTFORD WITHHE CHEK 690.236
25630	12/19/14	256	PERS EMPLOYER CONTRIBUTION	23,566.16	522050 141219		H-123114-384 P N	00013	RETIREMENT - CITY CHEK 690.229
25630	12/19/14	256	PERS EMPLOYEE CONTRIBUTION	7,705.89	522050 141219		H-123114-384 P N	00014	RETIREMENT - EMPLOYEE CHEK 690.230
				31,272.05	*CHECK TOTAL				
25631	12/19/14	627	ANTHEM BLUE CROSS MEDICAL INS PREMIUM	75,335.11	522049 470152B		H-123114-384 P N	00007	HEALTH - CITY CHEK 690.231
25632	12/31/14	4942	ACKERMAN UNIFORMS JUMPSUIT	402.00	522057 298		H-123114-384 P N	00001	OTHER SVCS AND SUPPLIE CHEK 651.6510.2199.000
25632	12/31/14	4942	ACKERMAN UNIFORMS JUMPSUIT	402.00CR	522058 298		H-123114-384 P N	00002	OTHER SVCS AND SUPPLIE CHEK 651.6510.2199.000
				0.00	*CHECK TOTAL				
25633	12/31/14	4942	ACKERMAN UNIFORMS JUMPSUIT	402.00	522059 298		H-123114-384 P N	00003	OTHER SVCS AND SUPPLIE CHEK 651.6510.2199.000
25633	12/31/14	4942	ACKERMAN UNIFORMS JUMPSUIT	402.00CR	522060 298		H-123114-384 P N	00004	OTHER SVCS AND SUPPLIE CHEK 651.6510.2199.000
				0.00	*CHECK TOTAL				

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25634	12/31/14	ACKERMAN UNIFORMS	4942 JUMPSUIT	402.00	521925	298		P N W 651.6510.2199.000
25635	12/31/14	AT&T	4123 POLICE DEPT	545.67	521923	6008456		P N W 100.1020.2015.000
25635	12/31/14	AT&T	4123 PUBLIC WORKS	91.39	521923	6008456		P N W 100.1040.2015.000
25635	12/31/14	AT&T	4123 ENGINEERING	91.39	521923	6008456		P N W 100.1042.2015.000
25635	12/31/14	AT&T	4123 POOL	15.29	521923	6008456		P N W 100.1030.2015.000
25635	12/31/14	AT&T	4123 SEWER PLANT	101.69	521923	6008456		P N W 501.5013.2015.000
25635	12/31/14	AT&T	4123 WATER PLANT	66.88	521923	6008456		P N W 503.5030.2015.000
25635	12/31/14	AT&T	4123 AIRPORT	34.14	521923	6008456		P N W 500.5001.2110.000
25635	12/31/14	AT&T	4123 WCAC	32.99	521923	6008456		P N W 600.601
25635	12/31/14	AT&T	4123 4601-2-3 40%	527.69	521923	6008456		P N W 100.1002.2015.000
25635	12/31/14	AT&T	4123 24%	316.62	521923	6008456		P N W 265.2650.2015.000
25635	12/31/14	AT&T	4123 12%	158.31	521923	6008456		P N W 265.2650.2015.000
25635	12/31/14	AT&T	4123 12%	158.31	521923	6008456		P N W 100.1015.2015.000
25635	12/31/14	AT&T	4123 12%	158.30	521923	6008456		P N W 100.1010.2015.000
25635	12/31/14	AT&T	4123 PLANNING 9341 2/3	22.95	521923	6008456		P N W 265.2650.2015.000
25635	12/31/14	AT&T	4123 1/3	11.48	521923	6008456		P N W 100.1010.2015.000
25635	12/31/14	AT&T	4123 POLICE	84.75	521927	6008837		P N W 100.1020.2015.000
				2,417.85	*CHECK TOTAL			
25636	12/31/14	AT&T	4615 WATER DEPARTMENT	168.48	521922	141219		P N W 503.5030.2015.000
25637	12/31/14	AT&T MOBILITY	4253 POLICE CEL PHONE	41.62	521928	12202014		P N W 100.1020.2015.000
25638	12/31/14	AUTO MART AUTO REPAI	4791 VEHICLE MAINT UNIT 23	604.78	521926	18101		P M W 100.1022.2044.000
25639	12/31/14	B & B INDUSTRIAL SUP	9 SIGN MATERIAL	131.47	521930	164479		P N W 202.2020.2081.030
25639	12/31/14	B & B INDUSTRIAL SUP	9 SIGN MATERIAL	146.73	521931	164478		P N W 202.2020.2081.030
				278.20	*CHECK TOTAL			
25640	12/31/14	BANK OF AMERICA	10 LEGISLATIVE UPDATE CL	270.00	521929	141218		P N W 100.1020.2105.000
25640	12/31/14	BANK OF AMERICA	10 SOFTWARE	128.95	521929	141218		P N W 651.6510.2199.000
25640	12/31/14	BANK OF AMERICA	10 BOOKS	40.00	521932	141218		P N W 100.1001.2055.000
25640	12/31/14	BANK OF AMERICA	10 CA CITIES CONFERENCE	276.76	521932	141218		P N W 100.1001.2105.000
25640	12/31/14	BANK OF AMERICA	10 CA CITIES CONFERENCE	399.53	521932	141218		P N W 100.1003.2105.000
25640	12/31/14	BANK OF AMERICA	10 EMERGENCY LIGHTS	194.11	521932	141218		P N W 100.1016.2045.000
25640	12/31/14	BANK OF AMERICA	10 CONFERENCE PARKING	45.00	521932	141218		P N W 100.1003.2105.000
25640	12/31/14	BANK OF AMERICA	10 SOFTWARE	308.84	521932	141218		P N W 100.1042.2041.000
25640	12/31/14	BANK OF AMERICA	10 WATER PLANT INTERNET	49.99	521932	141218		P N W 503.5030.2015.000
				1,713.18	*CHECK TOTAL			
25641	12/31/14	BARCO PRODUCTS COMPA	4332 PET WASTE BAGS	562.00	521933	121400094		P M W 100.1050.2045.000
25642	12/31/14	BORGES & MAHONEY	17 CHLORINATOR MAINT KIT	656.54	521934	136162		P M W 503.5033.2041.000
25643	12/31/14	BOWLDS/DARIN	4732 BOOT ALLOWANCE	200.00	521924	288199		P N W 100.1041.2010.000
25644	12/31/14	CALIFORNIA ASSOCIATI	4543 NON-CACEO COURSE CREDI	75.00	521945	200000037		P N W 100.1011.2105.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25645	12/31/14	CANON SOLUTIONS AMER	4784 COPIER LEASE	168.53	521941	14443279		P N W 100.1040.2095.000
25645	12/31/14	CANON SOLUTIONS AMER	4784 COPIER LEASE	168.52	521941	14443279		P N W 100.1042.2095.000
				337.05	*CHECK TOTAL			
25646	12/31/14	CEB	4280 LEGAL UPDATES	231.46	521940	10329034		P N W 100.1004.2050.000
25647	12/31/14	CHEVRON USA, INC.	27 FUEL	32.25	521936	613244		P N W 100.1022.2044.000
25648	12/31/14	CHIEF SUPPLY CORP IN	2001 FLASHLIGHTS/PPE	2,517.98	521942	181543		P M W 100.1022.2101.033
25649	12/31/14	CLEARLY MENDOCINO WA	4221 WATER DECEMBER 2014	97.50	521935	141229		P M W 100.1020.2199.000
25650	12/31/14	COAST RANGE DIGITAL	4048 RECORD CITY COUNCIL M	380.00	521943	14 37		P M W 100.1001.2081.030
25651	12/31/14	COMCAST	4575 CITY HALL INTERNET	123.90	521937	141204		P N W 100.1003.2041.000
25652	12/31/14	COMPUTER WORKS OF UK	4230 IT SSUPPORT	304.27	521944	3467		P M W 100.1003.2041.000
25653	12/31/14	COUNTY OF MENDOCINO	197 JUSTICE CRT SUBLEA	15,000.00	521939	141219		P N W 100.1020.2096.000
25654	12/31/14	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIAL PE	854.00	521946	EH27092		P N W 100.1041.2001.003
25654	12/31/14	COUNTY OF MENDOCINO	4287 HAZARDOUR MATERIAL PE	996.00	521947	EH27109		P N W 500.5001.2001.003
25654	12/31/14	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIAL PE	854.00	521948	EH27114		P N W 501.5013.2001.003
25654	12/31/14	COUNTY OF MENDOCINO	4287 SOLID WASTE PERMIT	5,474.00	521949	EH26601		P N W 213.2130.2001.003
25654	12/31/14	COUNTY OF MENDOCINO	4287 SOLID WASTE PERMIT	540.00	521950	EH26590		P N W 100.1045.2001.003
25654	12/31/14	COUNTY OF MENDOCINO	4287 HAZARDOUS MATERIAL	1,210.00	521951	EH27113		P N W 503.5030.2001.003
				9,928.00	*CHECK TOTAL			
25655	12/31/14	COUNTY OF MENDOCINO	4394 DAVIS CREEK WTR LIN	9,411.25	521938	141216		P N W 503.5031.2061.012
25656	12/31/14	DELL MARKETING L.P.	4485 SIGN COMPUTER	796.94	521952	XJKRDTMT7		P M W 202.2020.2055.000
25656	12/31/14	DELL MARKETING L.P.	4485 SIGN COMPUTER MONITOR	197.97	521953	XJKMKF7M4		P M W 202.2020.2055.000
				994.91	*CHECK TOTAL			
25657	12/31/14	EBA ENGINEERING INC	3985 UST MONITORING	322.50	521954	27104		P N W 201.2011.2081.030
25658	12/31/14	EEL RIVER FUELS	28 DIESEL FUEL	151.13	521956	354687		P N W 100.126
25658	12/31/14	EEL RIVER FUELS	28 FUEL	522.25	521957	354688		P N W 100.125
25658	12/31/14	EEL RIVER FUELS	28 FUEL	934.52	521958	352598		P N W 100.125
25658	12/31/14	EEL RIVER FUELS	28 DIESEL	318.26	521959	352603		P N W 100.126
25658	12/31/14	EEL RIVER FUELS	28 FUEL	546.16	521991	357222		P N W 100.125
25658	12/31/14	EEL RIVER FUELS	28 DIESEL FUEL	62.26	521992	357233		P N W 100.126
				2,534.58	*CHECK TOTAL			
25659	12/31/14	ENTENMANN-ROVIN	392 SERGEANT BADGES	331.50	521955	104626-IN		P N W 100.1020.2199.000
25660	12/31/14	GCR TIRES & SERVICE	4139 VEHICLE MAINT	847.84	521961	851-25937		P N W 501.5011.2041.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25661	12/31/14	GEARY, SHEA, ODONNEL	4721 BROOKTRAILS LEGAL	1,395.00	521962	38480		P M W 501.5017.6001.000
25661	12/31/14	GEARY, SHEA, ODONNEL	4721 BROOKTRAILS LEGAL	1,943.00	521963	38479		P M W 501.5017.6001.000
				3,338.00	*CHECK TOTAL			
25662	12/31/14	GHD INC.	4697 EMERG WTR LINE HYDR	1,154.75	521960	87300		P M W 503.5031.4003.038
25662	12/31/14	GHD INC.	4697 WETLANDS MITIGATION R	159.00	521993	87877		P M W 501.5013.2061.012
				1,313.75	*CHECK TOTAL			
25663	12/31/14	GOLDEN STATE OVERNIG	4728 EVIDENCE SHIPPING	19.56	521964	2698270		P N W 100.1022.2101.031
25664	12/31/14	GRAINGER	173 UNIFORMS	206.53	521965	9617910550		P M W 201.2011.2101.045
25664	12/31/14	GRAINGER	173 EMERGENCY LIGHTS	452.39	521966	9614635820		P M W 100.1016.2025.000
				658.92	*CHECK TOTAL			
25665	12/31/14	HACH COMPANY	70 DIGITAL CONTROLLER	7,802.64	521970	9157641	003679	P N W 501.5013.2101.034
25666	12/31/14	HOLMES/SUSAN	4894 MILEAGE	112.00	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 MILEAGE	112.00	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM LUNCH 12/5/14	7.00	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM DINNER12/2-5/	52.00	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM BREAKFAST12/3	15.00	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM BREAKFAST 12/	15.00	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM LUNCH 12/5/201	7.00	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM DINNER 12/2-5	52.00	521967	141215		P N W 100.1011.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 LODGING	249.30	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 LODGING	249.30	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM	6.18CR	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM	6.17CR	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM	33.93CR	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM	33.93CR	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM	21.28CR	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 PER DIEM	21.29CR	521967	141215		P N W 100.1001.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 LODGING	276.76CR	521967	141215		P N W 100.1003.2105.000
25666	12/31/14	HOLMES/SUSAN	4894 LODGING	276.75CR	521967	141215		P N W 100.1001.2105.000
				194.31	*CHECK TOTAL			
25667	12/31/14	HOWARD HOSPITAL	78 SART EXAM	1,500.00	521968	73819		P M W 100.1020.6001.000
25668	12/31/14	HYDEC	4378 CHECK VALVE	12,875.21	521969	20151	003676	P N W 503.5033.2041.000
25669	12/31/14	I B E W	255 EMPLOYEE CONTRIBUTION	443.05	521972	141219		P N W 690.235
25670	12/31/14	IAPE	4290 ANNUAL MEMBERSHIP/CSO	50.00	521971	M15-30727		P N W 100.1020.2050.000
25671	12/31/14	INTERSTATE BATTERIES	206 SURVEY EQUIP BATTERIE	152.87	521973	338342		P N W 100.1042.2041.000
25672	12/31/14	JDS	4324 PARKING CITATION ADMI	100.00	521974	5054		P N W 100.1020.2081.030

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
25673	12/31/14	KILLION/FRED	4607 CITY HALL JANITORIAL	800.00	521975	141226		P M W	100.1016.2061.020
25673	12/31/14	KILLION/FRED	4607 PW JANITORIAL	130.00	521976	PW&ENG14/15-06		P M W	100.1042.2081.030
25673	12/31/14	KILLION/FRED	4607 ENG JANITORIAL	130.00	521976	PW&ENG14/15-06		P M W	100.1040.2081.030
				1,060.00	*CHECK TOTAL				
25674	12/31/14	L.N. CURTIS & SONS	4716 PORTABLE LIGHTING	671.03	521977	1339985-00		P N W	651.6510.2199.000
25675	12/31/14	LIEBERT CASSIDY WHIT	433 LEGAL SERVICES	1,464.00	521978	1397104		P N W	100.1005.2061.010
25675	12/31/14	LIEBERT CASSIDY WHIT	433 LEGAL SERVICES	517.00	521979	1397103		P N W	100.1005.2061.010
				1,981.00	*CHECK TOTAL				
25676	12/31/14	MATHESON PHOTOGRAPHY	4836 PHOTOGRAPHY SERVICES	250.00	521986	35965		P N W	100.1002.2055.000
25677	12/31/14	MATRIX CONSULTING GR	4701 COST ALLOCATION PLA	5,600.00	521982	1		P M W	100.1003.2081.030
25678	12/31/14	MEAD & HUNT INC	4031 LIDAR AERIAL SERVE	18,509.30	521984	248405		P N W	500.5001.2081.030
25679	12/31/14	MEDORA CORPORATION	4762 SOLARBEE LEASE	2,724.75	521981	75579		P N W	503.5033.2095.000
25680	12/31/14	MENDOCINO JANITORIAL	4255 PD JANITORIAL SERVI	1,100.00	521983	223747		P M W	100.1016.2061.020
25681	12/31/14	MUNIQUIP INC	4418 INFLUENT PUMP MAINT	3,075.16	521985	103022		P N W	501.5013.2041.000
25682	12/31/14	NATIONAL EMERGENCY N	4538 2015 MEMBERSHIP/GONZA	137.00	521987	300020858		P N W	100.1020.2050.000
25682	12/31/14	NATIONAL EMERGENCY N	4538 2015 MEMBERSHIP/DALE	137.00	521988	300020134		P N W	100.1020.2050.000
				274.00	*CHECK TOTAL				
25683	12/31/14	NATIONAL METER & AUT	4196 HANDHELD SVC AGREEMEN	450.00	521994	S1057512.001		P N W	503.5031.2041.000
25684	12/31/14	NOR-CAL RECYCLED ROC	4067 WASHED CRUSHED SAND	2,673.50	521989	9149		P N W	202.2020.2101.035
25684	12/31/14	NOR-CAL RECYCLED ROC	4067 SLURRY	386.40	521990	9154		P N W	202.2020.2101.035
				3,059.90	*CHECK TOTAL				
25685	12/31/14	P G & E COMPANY	114 ENGINEERING	53.32	521995	141217		P N W	100.1042.2110.000
25685	12/31/14	P G & E COMPANY	114 PARKS	31.01	521995	141217		P N W	100.1050.2110.000
25685	12/31/14	P G & E COMPANY	114 SEWER	35.98	521995	141217		P N W	501.5013.2110.000
25685	12/31/14	P G & E COMPANY	114 WATER	19.54	521995	141217		P N W	503.5033.2110.000
25685	12/31/14	P G & E COMPANY	114 PUBLIC WORKS	53.32	521995	141217		P N W	100.1040.2110.000
				193.17	*CHECK TOTAL				
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	378.44	522003	022515745-5		P N W	503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	356.81	522004	022504708-7	003663	P N W	503.5031.2041.000
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	283.29	522005	022515745-6		P N W	503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	317.15	522006	022558087		P N W	503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	583.34	522007	022558597		P N W	503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	234.48	522008	022561813		P N W	503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE PROJECT	50.07	522009	022563962		P N W	503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUP	7,571.07CR	522010	CM022516324		P N W	503.5031.4003.038

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	854.19	522011	022573971		P N W 503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	583.88	522012	022573971-1		P N W 503.5031.4003.038
25686	12/31/14	PACE SUPPLY CORP	12 VALVE/MEGALUGS	4,353.80	522013	022585668	003678	P N W 503.5033.4003.000
25686	12/31/14	PACE SUPPLY CORP	12 FLG CONNECTOR	318.93	522014	022580678		P N W 503.5033.4003.000
25686	12/31/14	PACE SUPPLY CORP	12 MEGAL LUG/TEE/CPLG	617.61	522015	022591250		P N W 503.5031.2041.000
				1,360.92	*CHECK TOTAL			
25687	12/31/14	PACIFIC TELEMANGEME	4767 AIRPORT PAY PHONE	50.00	521996	711677		P N W 500.5001.2110.000
25688	12/31/14	PITNEY BOWES	125 CITY HALL POSTAGE MET	474.53	522017	7227994-DC14		P N W 100.1002.2095.000
25688	12/31/14	PITNEY BOWES	125 PD POSTAGE METER	147.42	522018	2844322-DC14		P N W 100.1020.2095.000
25688	12/31/14	PITNEY BOWES	125 POSTAGE METER	64.05	522018	2844322-DC14		P N W 100.1040.2095.000
25688	12/31/14	PITNEY BOWES	125 POSTAGE METER	64.05	522018	2844322-DC14		P N W 100.1042.2095.000
				750.05	*CHECK TOTAL			
25689	12/31/14	PITNEY BOWES	4507 POSTAGE	761.05	522016	141211		P N W 100.1002.2055.000
25690	12/31/14	PRINTING PLUS	127 POSTCARDS/POSTERS	111.35	521997	2695		P M W 600.601
25690	12/31/14	PRINTING PLUS	127 POSTCARDS	28.32	521998	2701		P M W 600.601
25690	12/31/14	PRINTING PLUS	127 MEMBERSHIP LETTER	137.86	521999	2702		P M W 600.601
25690	12/31/14	PRINTING PLUS	127 WATER BILL & ENVELO	1,272.63	522000	2678		P M W 503.5030.2055.000
25690	12/31/14	PRINTING PLUS	127 DIRECT DEPOSIT STATEM	187.14	522001	2655		P M W 100.1003.2055.000
25690	12/31/14	PRINTING PLUS	127 POSTCARDS	120.02	522002	2653		P M W 600.601
				1,857.32	*CHECK TOTAL			
25691	12/31/14	R E M I F	135 ANNUAL SELF INS PLA	3,715.98	522020	141217		P N W 100.1002.2033.000
25692	12/31/14	R.S. HUGHES	4940 GLOVES	24.86	522021	75469502-00		P N W 501.5011.2041.000
25692	12/31/14	R.S. HUGHES	4940 HARNESS	129.26	522022	75469502-01		P N W 501.5011.2041.000
				154.12	*CHECK TOTAL			
25693	12/31/14	READY SET GO SERVICE	4865 MILEAGE	126.00	522023	141130		P N W 265.2650.2199.000
25693	12/31/14	READY SET GO SERVICE	4865 FINACIAL CONSULTING	5,343.75	522023	141130		P N W 265.2650.2081.030
				5,469.75	*CHECK TOTAL			
25694	12/31/14	ROUND TREE GLASS INC	138 VEHICLE MAINT UNIT 220	80.00	522019	63333		P M W 100.1022.2044.000
25695	12/31/14	S SQUARED ARCHITECTU	4941 EMERG WTR LINE PLAN	4,100.00	522028	20141126.08		P N W 503.5031.4003.038
25696	12/31/14	SCOTT'S TANKS	4275 SUCTION HOSE	16.11	522029	33068		P M W 501.5013.2041.000
25697	12/31/14	SIERRA CHEMICAL CO.	4330 WTR PLANT CHEMICALS	1,831.02	522025	SLS10016035		P N W 503.5033.2101.034
25697	12/31/14	SIERRA CHEMICAL CO.	4330 CONTAINER DEPOSIT RET	900.00CR	522026	SLC10005089		P N W 503.5033.2101.034
				931.02	*CHECK TOTAL			
25698	12/31/14	SILVA SEPTIC SERVICE	4577 RESTROOM RENTAL	210.84	522030	57995		P N W 501.5013.2041.000
25699	12/31/14	SOLID WASTE OF WILLI	330 WCAC BIN SERVICE	106.89	522024	89		P M W 600.601

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25700	12/31/14	STATE OF CALIFORNIA	843 DUI ANALYSIS NOV 2014	175.00	522027	73919		P N W 100.1020.2061.014
25701	12/31/14	THOMSON REUTERS - WE	4122 LEGAL UPDATES	539.42	522033	830824225		P N W 100.1004.2050.000
25702	12/31/14	TOSHIBA	4263 COPIER	482.66	522031	267851418		P N W 100.1002.2095.000
25702	12/31/14	TOSHIBA	4263 COPIER	34.03	522031	267851418		P N W 100.1010.2055.000
25702	12/31/14	TOSHIBA	4263 COPIER	34.03	522031	267851418		P N W 100.1011.2055.000
25702	12/31/14	TOSHIBA	4263 COPIER	34.03	522031	267851418		P N W 100.1015.2055.000
25702	12/31/14	TOSHIBA	4263 COPIER	34.03	522031	267851418		P N W 265.2650.2055.000
				618.78	*CHECK TOTAL			
25703	12/31/14	TOSHIBA BUSINESS SOL	4242 COPIER SUPPLIES	96.23	522032	1236971		P N W 100.1002.2055.000
25704	12/31/14	UKIAH PAPER SUPPLY I	164 JANITORIAL SUPPLIES	353.14	522034	435173		P N W 100.1050.2101.045
25704	12/31/14	UKIAH PAPER SUPPLY I	164 JANITORIAL SUPPLIES	49.45	522035	435671		P N W 100.1016.2025.000
				402.59	*CHECK TOTAL			
25705	12/31/14	UTILITY SUPPLY OF AM	3997 FERRIC CHLORIDE	11.88	522036	518005		P N W 503.5033.2101.034
25705	12/31/14	UTILITY SUPPLY OF AM	3997 FILTER/TEST STRIPS/EV	285.51	522037	515547		P N W 501.5013.2101.034
				297.39	*CHECK TOTAL			
25706	12/31/14	VALERIUS/JANE	4010 ANNUAL REPORT PREP	1,265.00	522041	2014-122		P M W 501.5013.2081.030
25707	12/31/14	VERIZON WIRELESS	4828 PD PATROL PHONES	2.95	522038	9737204948		P N W 100.1020.2015.000
25707	12/31/14	VERIZON WIRELESS	4828 PUBLIC WORKS	12.45	522040	141215		P N W 100.1040.2015.000
25707	12/31/14	VERIZON WIRELESS	4828 CODE ENFORCEMENT	11.83	522040	141215		P N W 100.1011.2015.000
25707	12/31/14	VERIZON WIRELESS	4828 SEWER	62.07	522040	141215		P N W 501.5013.2015.000
25707	12/31/14	VERIZON WIRELESS	4828 WIFI HOTSPOT	38.01	522040	141215		P N W 100.1030.2101.045
				127.31	*CHECK TOTAL			
25708	12/31/14	VICE APPRAISAL COMPA	4886 PROPERTY APPRAISAL	6,075.00	522039	141226		P N W 501.5011.2061.020
25709	12/31/14	W P O A	262 EMPLOYEE CONTRIBUTION	922.68	522044	141219		P N W 690.234
25710	12/31/14	WELLS FARGO EQUIPMEN	4677 INTEREST	307.62	522046	9782484		P N W 501.5011.3002.000
25710	12/31/14	WELLS FARGO EQUIPMEN	4677 PRINCIPAL	4,256.86	522046	9782484		P N W 501.5011.3001.000
				4,564.48	*CHECK TOTAL			
25711	12/31/14	WESTAMERICA BANK	4161 PRINCIPAL	3,551.67	522042	141222		P N W 100.1098.3001.000
25711	12/31/14	WESTAMERICA BANK	4161 INTEREST	240.47	522042	141222		P N W 100.1098.3002.000
25711	12/31/14	WESTAMERICA BANK	4161 PRINCIPAL	3,960.46	522045	141225		P N W 501.5011.3001.000
25711	12/31/14	WESTAMERICA BANK	4161 INTEREST	350.33	522045	141225		P N W 501.5011.3002.000
				8,102.93	*CHECK TOTAL			
25712	12/31/14	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	20.00	522043	141219		P N W 690.248
25713	12/31/14	YOKUM'S BODY SHOP/JI	640 VEHICLE MAINT UNIT	1,040.74	522047	3059		P M W 100.1022.2044.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
		GENERAL CHECK FORM						
25714	12/31/14	ZFA STRUCTURAL ENGIN	4220 WTP ENG BLDG ADDITION	127.50	522048	20806		P N W 409.4090.2061.012
		GENERAL CHECK FORM	TOTAL	161,850.36				

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

DATE: December 22, 2014

TO:

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

FROM: Building Department, City of Willits

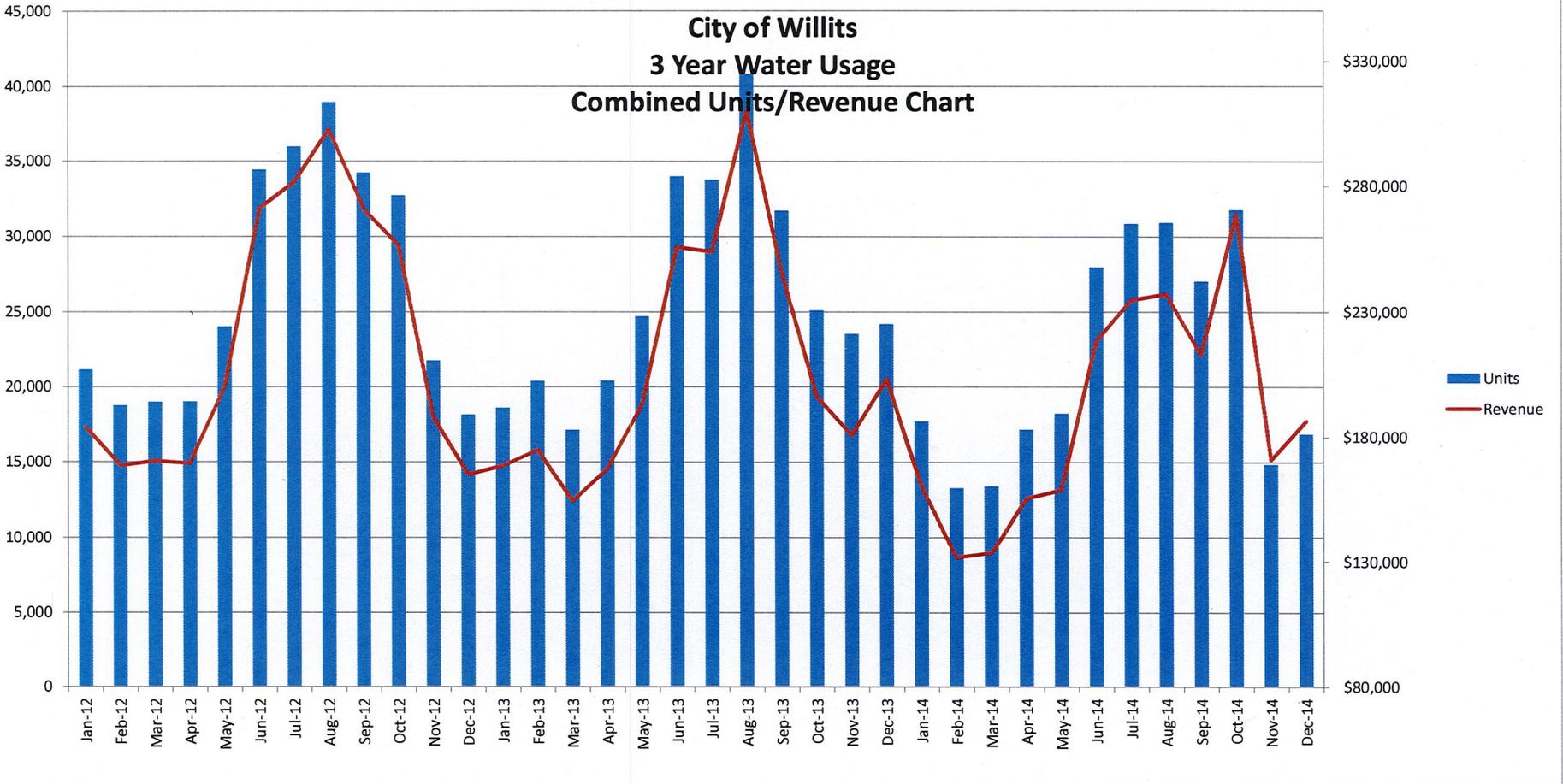
RE: Permit Completion for Month of December 2014

PARCEL#	WORK DONE	ADDRESS	VALUE	DATE	PERMIT #
The following permits were issued.					
007-232-07	2311 Sq. Ft. SFD	160 Haehl Creek Dr.	\$334535	12/01/14	8289
006-160-37	Replace elect svc. @ speeder shack	South end of RR Ave.	500	12/02/14	8307
006-222-11	Tearoff reroof, garage only	191 Walnut Ave.	1500	12/09/14	8308
005-130-18	Engineered lumber storage bldg	305 E. Commercial St.	30500	12/11/14	8309
005-181-14	Temp. power, fire damage	11 Maple St.	1500	12/16/14	8310
006-046-42	Tenant improvement	393 S. Main St.	24120	12/17/14	8311
COMPLETED PROJECTS					
006-010-35	6.5 kw rooftop PV Solar array	380 Maple St.	\$15000	11/13/14	8302
006-222-11	Tearoff reroof, (garage only)	191 Walnut Ave.	1500	12/09/14	8308
007-292-22	Furnace replacement	240 Margie Dr.	1500	11/13/14	8303
006-133-27	Whole house remodel	68 Franklin Ave.	8000	11/12/14	8299
007-210-01	Replace 1000 gal. fuel tank	1601 Baechtel Rd.	4800	11/04/14	8295
006-133-27	Replace electric service panel	68 Franklin Ave.	650	11/06/14	8298
006-010-46	Tearoff reroof	359 Laurel St.	2500	10/06/14	8282

New Business License - December 2014

<i>BL#</i>	<i>Name</i>	<i>Owner</i>	<i>Address</i>	<i>Date Issued</i>	<i>Type of Bussiness</i>
6427	Margy Michels FHCC	Margy Michels	1710 Elm Lane, Willits	12/2/2014	Family Childcare
6428	Energize Willits	Megan Hall	399 S Main St., Willits	12/2/2014	Zumba Studio
6429	Hidden Agenda	Corazon Elliott	399 S Main St., Willits	12/2/2014	Special Events Venue
6430	Gateway Games	Daniel Church/Jeffrey	395 S Main Street	12/19/2014	Video Game Store
6431	Brooke's Massage & Wellness	Brooke McFadden	102 Margie Drive, Willits	12/19/2014	Mobile Massage
6432	Lily's Spa	Ruiping Li	10 S Main St., Willits	12/13/2014	Massage

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



CITY OF WILLITS
WATER USAGE COMPARISONS

WATER BILLING UNITS	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14	Jan-14
Apartment MF	1802	1544	2652	2732	2835	2859	2739	1,904	1,857	1,458	1,451	1,949
Large Business	212	280	453	699	573	499	550	298	204	156	189	306
Churches	60	78	198	251	294	338	339	132	82	61	57	76
Restaurants & Bar	572	527	877	790	953	1032	857	655	665	522	536	684
Grocery	248	187	259	201	219	232	195	177	195	190	205	258
Hospital	636	659	1517	1551	1916	1631	1481	723	618	478	612	490
Industrial	709	524	1028	909	890	1309	810	598	372	194	188	424
Laundry	357	387	444	317	305	328	310	281	390	332	333	376
Motels	482	484	757	680	806	940	771	541	549	400	394	525
Public Facility	608	604	1774	3085	4435	2917	3095	1,278	872	471	486	464
Residential SF	8516	7227	18057	11748	13166	13637	12553	8,604	8,453	6,864	6,603	9,328
Small Business	1077	1048	1449	1439	1603	1672	1458	1,166	1,196	996	886	1,071
Mble Hm/Trailers	1345	1055	1510	1443	1776	2010	1623	1,174	1,357	1,035	931	1,529
City Accounts	236	237	812	1165	1167	1461	1161	681	332	220	375	209
TOTAL UNITS	16,860	14,841	31,787	27,010	30,938	30,865	27,942	18,212	17,142	13,377	13,246	17,689
% of prev year	70%	63%	127%	85%	76%	91%	82%	74%	84%	78%	65%	95%
% of two year prior	93%	68%	97%	79%	79%	86%	81%	76%	90%	70%	71%	84%

WATER BILLING MONTHLY

USAGE REVENUE	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14	Jan-14
Apartment MF	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	8,589.80	11,686.55
Large Business	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	1,833.15
Churches	432	562	1,188	1,506.00	1,764.00	2,028.00	2,034.00	792.00	492.00	366.00	342.00	456.00
Restaurants & Bar	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	4,094.05
Grocery	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	1,548.00
Hospital	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	2,931.45
Industrial	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	2,544.00
Laundry	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	2,256.00
Motels	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	3,150.00
Public Facility	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	2,784.00
Residential SF	46,673	37,548	123,260	60,640.15	70,017.20	73,490.30	66,193.45	39,064.95	37,954.80	29,271.75	27,810.20	44,524.15
Small Business	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	6,438.90
Mble Hm/Trailers	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	9,174.00
City Accounts	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL USAGE REVENUE	105,041.76	90,245.92	200,978.00	144,810.80	169,114.80	167,425.10	150,662.45	91,700.85	87,989.25	66,791.85	64,578.05	93,420.25

METER REVENUE	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14	Jan-14
Apartment MF	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	4,230.10
Large Business	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	1,135.95
Churches	779.16	779.16	665.97	662.30	662.30	662.30	662.30	684.35	684.35	684.35	684.35	684.35
Restaurants & Bar	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	1,145.30
Grocery	442.62	442.62	380.85	380.85	380.85	380.85	380.85	380.85	380.85	371.85	380.85	380.85
Hospital	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	1,199.15
Industrial	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	2,522.50
Laundry	409.80	409.80	341.50	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	1,588.15	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	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	4,394.30
Residential SF	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	41,531.49
Small Business	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	5,121.35
Mble Hm/Trailers	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	2,203.10
City Accounts	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL METER REVENUE	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	66,478.09

TOTAL BILLED	186,165.15	170,921.02	268,806.96	212,381.78	236,880.15	234,554.32	217,924.49	158,753.55	155,216.25	133,493.29	131,645.62	159,898.34
% of prev yr usage rev	76%	80%	156%	81%	70%	89%	80%	72%	87%	76%	60%	93%
% of prev yr ttl rev	92%	95%	137%	87%	76%	92%	85%	82%	93%	87%	75%	95%

CITY OF WILLITS
WATER USAGE COMPARISONS

WATER BILLING UNITS	Dec-13	Nov-13	Oct-13	Sep-13	Aug-13	Jul-13	Jun-13	May-13	Apr-13	Mar-13	Feb-13	Jan-13
Apartment MF	2,054	2,042	2,526	3,303	4,131	3,527	3,587	3,392	1,987	1,785	1,918	1,809
Large Business	399	345	339	428	706	468	414	506	496	287	270	194
Churches	116	160	220	309	573	433	381	254	163	80	79	74
Restaurants & Bar	879	770	852	945	1,286	1,052	1,067	932	738	635	992	762
Grocery	370	294	387	277	425	327	333	303	261	272	333	305
Hospital	555	535	953	1,336	1,720	1,387	1,155	923	439	350	437	384
Industrial	605	671	705	1,062	943	1,006	1,135	747	562	473	567	299
Laundry	396	381	349	326	351	306	339	356	350	313	387	392
Motels	630	678	821	851	1,125	891	860	722	615	530	569	651
Public Facility	1,410	3,634	1,719	2,992	3,272	2,914	3,246	2,391	924	678	780	644
Residential SF	13,404	10,320	11,626	14,978	20,595	16,297	16,621	9,557	9,765	8,752	10,614	9,950
Small Business	1,636	1,466	1,458	1,929	2,087	1,788	1,873	1,745	1,215	1,174	1,278	1,143
Mble Hm/Trailers	1,139	1,639	1,724	2,185	2,782	2,315	2,143	2,071	1,532	1,430	1,788	1,665
City Accounts	562	556	1,388	794	825	1,029	815	785	1,337	347	356	310
TOTAL UNITS	24,155	23,491	25,067	31,715	40,821	33,740	33,969	24,684	20,384	17,106	20,368	18,582
% of prev year	133%	108%	77%	93%	105%	94%	99%	103%	107%	90%	109%	88%
% of two year prior	117%	112%	114%	80%	113%	109%	121%	108%	94%	91%	115%	90%

WATER BILLING MONTHLY USAGE REVENUE	Dec-13	Nov-13	Oct-13	Sep-13	Aug-13	Jul-13	Jun-13	May-13	Apr-13	Mar-13	Feb-13	Jan-13
Apartment MF	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	10,909.55
Large Business	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	1,154.85
Churches	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	444.00
Restaurants & Bar	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	4,563.05
Grocery	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	1,830.00
Hospital	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	2,304.00
Industrial	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	1,794.00
Laundry	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	2,352.00
Motels	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	3,906.00
Public Facility	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	3,864.00
Residential SF	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	48,443.45
Small Business	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	6,849.45
Mble Hm/Trailers	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	9,990.00
City Accounts												1,896.65
TOTAL USAGE REVENUE	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	100,301.00

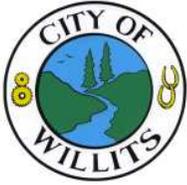
METER REVENUE	Dec-13	Nov-13	Oct-13	Sep-13	Aug-13	Jul-13	Jun-13	May-13	Apr-13	Mar-13	Feb-13	Jan-13
Apartment MF	3,734.10	4,230.10	4,230.10	4,230.10	4,340.10	4,222.27	4,221.10	4,165.60	4,165.60	4,247.00	4,221.10	4,160.05
Large Business	1,143.30	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,135.95	1,223.95	1,311.95	1,311.95	1,311.95
Churches	684.35	684.35	684.35	684.35	688.02	684.35	684.35	684.35	684.35	684.35	684.35	683.61
Restaurants & Bar	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	1,155.32
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	1,139.15	1,209.15	1,199.15	1,704.91	754.10	754.10	754.10	754.10	754.10	754.10	754.10	754.10
Industrial	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	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	1,235.15	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	1,588.15
Public Facility	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	5,543.05
Residential SF	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	41,549.22
Small Business	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	5,174.65
Mble Hm/Trailers	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	2,203.10
City Accounts												959.80
TOTAL METER REVENUE	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	68,118.40
TOTAL BILLED	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	168,419.40
% of prev yr usage rev	142%	95%	68%	87%	103%	88%	93%	96%	100%	85%	108%	86%
% of prev yr ttl rev	123%	96%	77%	91%	102%	90%	94%	96%	99%	91%	104%	92%

CITY OF WILLITS
WATER USAGE COMPARISONS

WATER BILLING	Dec-12	Nov-12	Oct-12	Sep-12	Aug-12	Jul-12	Jun-12	May-12	Apr-12	Mar-12	Feb-12	Jan-12
UNITS	1,712	2,151	3,365	3,304	3,492	3,239	3,295	2,284	1,915	1,994	2,138	2,089
Apartment MF	486	235	409	415	485	461	551	394	252	242	312	758
Large Business	85	118	306	447	609	506	527	169	55	94	70	77
Churches	661	881	1,057	1,020	1,073	999	1,017	791	731	707	689	700
Restaurants & Bar	375	637	619	498	438	404	400	409	482	325	330	341
Grocery	371	459	928	1,217	1,559	1,367	1,098	679	343	392	370	344
Hospital	470	573	709	748	1,000	895	752	437	301	488	259	534
Industrial	313	450	361	310	326	304	355	304	368	332	344	374
Laundry	546	776	819	872	937	844	955	665	567	534	569	506
Motels	945	642	4,065	3,685	3,562	3,923	2,632	1,181	1,315	936	949	913
Public Facility	9,308	11,425	13,914	16,472	19,271	17,384	17,360	11,873	9,239	9,749	9,670	10,695
Residential SF	1,110	1,370	3,238	1,955	2,305	2,206	2,092	1,579	1,216	1,208	1,201	1,518
Small Business	1,280	1,597	2,000	2,272	2,712	2,336	2,237	1,795	1,715	1,570	1,505	1,818
Mble Hm/Trailers	468	385	926	1,013	1,180	1,115	1,168	1,438	498	409	329	441
City Accounts	TOTAL UNITS	18,130	21,699	32,716	34,228	38,949	35,983	34,439	23,998	18,997	18,735	21,108
% of prev year	87%	104%	149%	87%	107%	116%	123%	105%	88%	101%	106%	102%
% of two year prior	95%	109%	121%	92%	95%	99%	106%	87%	86%	109%	88%	101%

WATER BILLING MONTHLY	Dec-12	Nov-12	Oct-12	Sep-12	Aug-12	Jul-12	Jun-12	May-12	Apr-12	Mar-12	Feb-12	Jan-12
USAGE REVENUE	10,211.25	12,882.30	20,316.60	19,977.00	21,268.20	19,775.40	20,178.40	13,776.20	11,446.95	11,831.90	12,770.50	12,603.05
Apartment MF	2,907.45	1,400.85	2,445.45	2,484.30	2,907.15	2,760.30	3,297.45	2,355.45	1,503.45	1,443.05	1,863.45	4,539.45
Large Business	510.00	708.00	1,836.00	2,682.00	3,654.00	3,036.00	3,162.00	1,014.00	330.00	564.00	420.00	462.00
Churches	3,960.30	5,277.45	6,332.05	6,110.25	6,433.45	5,984.05	6,093.25	4,737.45	4,377.05	4,232.65	4,124.65	4,191.85
Restaurants & Bar	2,250.00	3,822.00	3,714.00	2,988.00	2,628.00	2,420.00	2,400.00	2,454.00	2,892.00	1,950.00	1,980.00	2,046.00
Grocery	2,226.00	2,754.00	5,568.00	7,302.00	9,354.00	8,202.00	6,588.00	4,071.15	2,058.00	2,352.00	2,220.00	2,064.00
Hospital	2,820.00	3,438.00	4,254.00	4,488.00	6,000.00	5,370.00	4,512.00	2,622.00	1,806.00	2,928.00	1,554.00	3,204.00
Industrial	1,878.00	2,700.00	2,166.00	1,860.00	1,956.00	1,824.00	2,130.00	1,824.00	2,208.00	1,992.00	2,064.00	2,244.00
Laundry	3,276.00	4,656.00	4,914.00	5,232.00	5,622.00	5,064.00	5,730.00	3,990.00	3,402.00	3,204.00	3,414.00	3,036.00
Motels	5,670.00	3,822.00	24,390.00	22,110.00	21,372.00	23,538.00	15,792.00	7,086.00	7,890.00	5,616.00	5,694.00	5,478.00
Public Facility	43,828.55	58,016.15	75,564.50	95,506.10	116,085.55	101,012.05	100,603.55	59,620.55	43,088.50	47,290.05	46,394.70	53,508.85
Residential SF	6,642.50	8,204.35	19,407.65	11,712.90	13,908.45	13,736.25	12,543.45	9,453.05	7,278.30	7,224.80	7,197.25	9,099.45
Small Business	7,680.00	9,582.00	11,997.15	13,632.00	16,272.00	14,016.00	13,422.00	10,770.00	10,290.00	9,420.00	9,030.00	10,908.00
Mble Hm/Trailers	2,837.05	2,301.45	5,957.45	7,091.25	7,721.80	6,807.40	6,971.40	8,628.00	2,988.00	2,454.00	1,974.00	2,646.00
City Accounts	TOTAL USAGE REVENUE	96,697.10	119,564.55	188,862.85	203,175.80	235,182.60	213,549.45	203,423.50	132,401.85	101,558.25	102,502.45	116,030.65

METER REVENUE	Dec-12	Nov-12	Oct-12	Sep-12	Aug-12	Jul-12	Jun-12	May-12	Apr-12	Mar-12	Feb-12	Jan-12
Apartment MF	4,219.25	4,222.95	4,221.10	4,221.10	4,221.10	4,221.10	4,221.10	4,221.10	4,221.10	4,221.10	4,220.37	4,224.04
Large Business	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95	1,311.95
Churches	684.35	684.35	684.35	684.35	684.35	684.35	684.35	684.35	684.35	684.35	684.35	684.35
Restaurants & Bar	1,166.35	1,166.35	1,139.89	1,163.41	1,134.01	1,166.35	1,166.35	1,166.35	1,166.35	1,166.35	1,166.35	1,166.35
Large Business	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85	380.85
Churches	754.10	754.10	754.10	754.10	754.10	754.10	754.10	754.10	754.10	754.10	754.10	754.10
Restaurants & Bar	2,313.05	2,313.05	2,313.05	2,313.05	2,313.05	2,273.05	2,313.05	2,330.69	2,335.10	2,335.10	2,335.10	2,335.10
Grocery	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50	341.50
Laundry	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	1,588.15	1,588.15
Motels	5,543.05	5,543.05	5,540.72	5,473.05	5,467.90	5,451.00	5,098.00	5,451.00	5,451.00	5,451.00	5,451.00	5,451.00
Public Facility	41,525.46	41,505.33	40,767.35	41,137.11	40,999.23	41,289.39	41,606.92	41,276.51	41,199.00	41,274.53	41,280.55	41,166.46
Residential SF	5,204.77	5,202.58	5,107.00	5,113.64	5,097.47	5,127.60	5,050.79	5,118.06	5,115.85	5,091.59	5,009.00	5,005.96
Small Business	2,203.10	2,203.10	2,214.83	2,203.10	2,203.10	2,205.05	2,205.05	2,205.05	2,205.05	2,205.05	2,205.05	2,205.05
Mble Hm/Trailers	959.80	959.80	959.80	959.80	959.80	959.80	948.04	937.75	937.75	937.75	937.75	937.75
City Accounts	TOTAL METER REVENUE	68,195.73	68,177.11	67,324.64	67,645.16	67,456.56	67,754.24	67,670.20	67,767.41	67,692.10	67,743.37	67,552.61
TOTAL BILLED	164,892.83	187,741.66	256,187.49	270,820.96	302,639.16	281,303.69	271,093.70	200,169.26	169,250.35	170,245.82	168,366.62	183,583.26
% of prev yr usage rev	85%	105%	155%	85%	109%	118%	134%	120%	96%	107%	113%	107%
% of prev yr ttl rev	91%	103%	135%	89%	107%	114%	126%	116%	100%	107%	110%	107%



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE CITY MANAGER TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH REGIONAL GOVERNMENT SERVICES (RGS) FOR INTERIM HUMAN RESOURCES SERVICES, NOT TO EXCEED \$40,000, THROUGH JUNE 30, 2015

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

Summary of Request: As a small agency, the City of Willits has several one-person departments, with the Human Resources Department as one such example. The incumbent Human Resources Technician resigned as of December 1, 2014. Since that time, the Finance Director has been providing assistance to the City Manager in order to fill the gap until new resources are in place.

Given the complexities of labor relations and personnel management, including ever changing legislation related to labor laws, health care, and retirement, the need for an experienced replacement cannot be overstated. Through informal scoping, we have learned that the applicant pool for a suitable candidate is likely to be limited, given our current classification and salary. Therefore, it is recommended that before a formal recruitment is underway, the City contract with a Regional Government Services (RGS) for interim human resource services. This will not only fill a critical need but also provide an assessment of our needs from experienced HR professionals.

Attached for your review is RGS' proposed Scope of Services. If approved, the City Manager will work with the City Attorney to formalize and execute a professional services agreement with RGS.

Recommended Action: Authorize City Manager to execute Professional Services Agreement with Regional Government Services (RGS) for interim human resource services, not to exceed \$40,000, through June 30, 2015.

Alternative(s): None recommended.

Fiscal Impact: Up to \$40,000 from Department 1005 (Human Resources) for Fiscal Year 2014-15.

Personnel Impact: Will provide interim experience and expertise, thus alleviating burden from existing staff.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

Scope of Services:

1. Subject to the terms and conditions of this Agreement, RGS shall assign an RGS employee or employees to serve as the City's Human Resources Management Advisor(s), which requires performing the functions of ongoing human resources administration as described below:
 - Research best practices and draft human resources administrative policies, procedures, forms and templates to develop an effective and compliant system of human resources management practices and personnel transactions.
 - Confer with city management staff and employee representatives as requested to obtain input and/or feedback regarding policy and procedure recommendations.
 - Create policy implementation plans and timelines, including identification of roles/activities to be carried out by City's managers and supervisors.
 - Coach or train managers and supervisors on new policies and implementation, prepare educational and informational documents, and participate in implementation meetings as needed.
 - Draft required management communications to employees and labor organizations and facilitate compliance with legal obligations as well as effective relationship building.
 - Analyze a variety of information and recommend appropriate management action; draft specific documentation relevant to resolving a range of personnel issues; coach supervisors on conducting sensitive personnel conversations.
 - Facilitate and coordinate payroll and benefits workflows with departmental staff to ensure effective transactional operations; may expedite the processing of such transactions as needed.
 - Coach supervisors as needed in team building, conflict resolution, and other collaborative workplace skills.
 - Conduct non-executive recruitments as requested, and design selection processes and instruments to be used.
 - Draft or update individual job classification descriptions on an as-needed basis, and make preliminary compensation recommendations.
 - Provide written documentation of analysis and recommendations as needed.
 - Be reasonably available to perform services during the normal work week.
 - Meet as often as necessary for the purpose of consulting about the City's human resources needs and issues, and the scope of work performed.
2. Should additional work not described above be recommended by RGS or requested by the City, such additional work will be approved by the City prior to initiation of such additional work. Such work will typically be described in the form of a project, and may include but is not limited to:
 - Conduct reorganization studies involving multiple job classes and workflows.
 - Conduct formal total compensation studies and surveys.
 - Develop and conduct managerial, supervisory, or employee training courses.
 - Conduct research and prepare essential functions information as needed
- 2.1. Although work is generally performed upon request and subsequently billed on an hourly basis, the City may require a separate written scope of work and a not-to-

exceed cost prior to the commencement of a specified project. Such projects must be authorized by the City Manager or his/her designee prior to the performance of work related to the specified project.

3. An RGS Advisor/Human Resources Analyst will be assigned as the primary Advisor for the City; and an Advisor/Human Resources Manager will also be assigned, who will resolve complex issues, and who may direct projects to other RGS staff as needed. RGS staff with equal or lower bill rates will be assigned to projects or tasks at the Advisor/HR Manager's discretion.

RGS STAFF

NAME	POSITION	HOURLY RATE*
TBD	Advisor/Human Resources Manager	\$125.00
TBD	Advisor/Human Resources Analyst	\$85.00

*The Hourly Rate does not include mark-up for direct external costs which will be invoiced to the Agency at cost.

4. The cost of all consultant services described above is estimated to be not more than \$40,000.00 during the period commencing December 22, 2014 and ending June 30, 2015. City will only be invoiced for the actual hours worked.
5. These services will begin effective immediately upon authorization of a contract for services.