

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

**WILLITS CITY COUNCIL
AGENDA
OCTOBER 22, 2014 ♦ 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. Discussion Regarding Anticipated Moratorium on New and Expanded Water Connections Pursuant to the State Water Resources Control Board, Division of Drinking Water
- b. Discussion and Possible Adoption of Resolution Implementing Water Waste Prohibitions and Water Conservation Measures in Compliance with State Water Resources Control Board Resolution 2014-0038, Effective Immediately
- c. Discussion and Possible Adoption of Resolution Renewing the City's Declaration of Local Emergency and Extending the Existence of Local Emergency Due to Drought Conditions Pursuant to Resolution No. 2014-02
- d. Discussion and Possible Action Regarding Request from Brooktrails Township Community Services District for an Inter-Tie Connection to the City's Water System

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 – October 8, 2014
- b. Resolution Appointing the City Manager as Director and the Finance Director as Alternate Director to the Redwood Empire Municipal Insurance Fund (REMIF) Board of Directors
- c. Resolution Appointing the Finance Director to Concurrently Hold the Position of City Treasurer

5. INFORMATIONAL REPORTS

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

- a. Disbursements Journal(s):
 - Warrant Nos. 25189-25193, Totaling \$34,173.28
 - Warrant Nos. 25194-25278, Totaling \$251,187.76
- b. Written Update from Caltrans Regarding the Bypass Project

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. Discussion and Possible Approval of Contribution to the Leadership Mendocino Program
 - b. Discussion and Possible Approval of Emergency Operating Revenue for the Willits Art Center
(not available at press time; will be distributed on Monday, October 20th)
 - c. Verbal Reports – No Action

9. **DEPARTMENT RECOMMENDATIONS**
 - a. Administration (City Clerk, Finance, Human Resources, Legal)
 - b. Public Safety
 - c. Community Development
 - d. Public Works & Engineering
 - e. Water & 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. Economic Development and Financing Corporation (EDFC)
 - f. League of California Cities
 - g. Water & Wastewater Systems Committee
 - h. Revit-ED Committee
 - i. Finance Committee
 - j. Ad Hoc Committees
 - Caltrans Bypass Project
 - Solid Wastes of Willits Franchise Agreement
 - Solar Array Project
 - Main Street Improvements
 - k. Other Committee Reports

11. **COUNCIL MEMBER REPORTS AND RECOMMENDATIONS**

12. **ENACTMENT OF ORDINANCES**

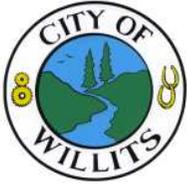
13. **GOOD & WELFARE**

14. **CLOSED SESSION NOTICE**
 - a. Conference with Legal Counsel Pursuant to Government Code §54956.9 – Existing Litigation: Brooktrails Township Community Services District, a Public Agency vs. City of Willits, a General Law City; and DOES 1 through 100, Inclusive; Case No. SCUJ CVG-1056037
 - b. Conference with Labor Negotiators Pursuant to Government Code §54957.6 – Agency Negotiators: Rick Haeg and Brandi Burtness; Employee Organization(s): All
 - c. Conference with Real Property Negotiators Pursuant to Government Code §54956.8 – Willits Justice Center, Located at 125 East Commercial Street, Willits, California 95490; Agency Negotiator: Adrienne Moore, City Manager, H. James Lance, City Attorney, and Gerardo Gonzalez, Chief of Police; Negotiating Parties: County of Mendocino; Under Negotiation: Potential Acquisition, Price, and Terms

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 18th day of October, 2014.
Adrienne Moore, City Manager*



Item No. **3b**

Meeting Date: **October 22, 2014**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager
H. James Lance, City Attorney

Agenda Title: DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION IMPLEMENTING WATER WASTE PROHIBITIONS AND WATER CONSERVATION MEASURES IN COMPLIANCE WITH STATE WATER RESOURCES CONTROL BOARD RESOLUTION 2014-0038, EFFECTIVE IMMEDIATELY

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

Summary of Request: The State of California adopted an emergency regulation to increase conservation practices for all Californians, effective July 29, 2014. The new conservation regulation targets outdoor urban water use. This regulation establishes the minimum level of activity that residents, businesses, and water suppliers must meet as the drought deepens and will be in effect for 270 days unless extended or repealed.

The State regulations focus primarily on “Urban Water Suppliers”, requiring that those suppliers immediately impose mandatory water conservation regulations upon their customers. As defined in the California Water Code, an Urban Water Supplier means a supplier that provides domestic water to more than 3000 connections or that treats more than 3000 acre feet of water annually. The City of Willits falls below that threshold definition. The emergency regulations however contain a catchall provision that is applicable “each distributor of a public water supply ...that is *not* an urban water supplier.” As to each public non-urban water supplier (such as the City of Willits), the regulations only require imposition of one or more of the following actions:

1. Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week; or
2. Implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.

Pursuant to the direction given by the Council at its meeting on October 8, 2014, and pursuant to staff’s recommendation, a draft resolution has been prepared for the Council’s consideration that would limit outdoor irrigation of ornamental landscapes or turf with City supplied potable water to no more than two days per week. Adoption of this regulation would be supplemental to the existing Stage 1 regulation presently in effect pursuant to the City’s recently enacted Water Shortage Emergency Plan. The Stage 1 regulations request customers to voluntarily conserve water, and to reduce outdoor irrigation no more than 3 days per week. A copy of the Water Shortage Emergency Plan is attached.

As an alternative to adopting the attached resolution, the Council could instead satisfy the emergency state conservation measures by increasing the existing Water Shortage Emergency Plan from a Stage 1 to a Stage 2. Under Stage 2, the voluntary Stage 1 measures become mandatory. In addition, Stage 2 limits nonresidential use to 80 percent of the water used during the customer’s billing period in the prior year, and limits residential water use to 160 gallons per day per residential unit.

Finally, staff recommends that the Council provide direction concerning the establishment of water waste penalty provisions applicable to persons who violate City water regulations or who otherwise waste City water. In this regard, the attached Water Shortage Emergency Plan at Section F. Violation/Enforcement, provides:

“5. The City Council shall, from time to time, establish a water waste fee and a water service termination/restoration fee to be used as a guideline for determining the amount of an administrative or criminal fine or penalty to be imposed for violation of this section.”

Staff recommends that the Council adopt a water waste fee structure that is increased incrementally for each subsequent violation, and that also varies depending upon the exiting stage of water conservation at the time of the violation. An example of such a fee structure from the City of Lemoore is attached for the Council’s consideration. Subject to Council direction, staff will prepare a water waste fee resolution and bring that back to the Council for adoption and implementation, pursuant to the standard fee hearing process.

Recommended Action: Adopt a resolution imposing immediate restrictions on the irrigation of ornamental landscapes and turf with City domestic water to supplement the existing voluntary Stage 1 conservation measures under the Water Shortage Emergency Plan, and provide direction to staff concerning establishment and implementation of a water waste fee schedule.

Alternative(s): As an alternative to adopting the proposed resolution the council could comply with the state mandated conservation measures by increasing the current Stage 1 measures to Stage 2 under the Water Shortage Emergency Plan.

Fiscal Impact: To be determined.

Personnel Impact: To be determined.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

“5. The City Council shall, from time to time, establish a water waste fee and a water service termination/restoration fee to be used as a guideline for determining the amount of an administrative or criminal fine or penalty to be imposed for violation of this section.”

Staff recommends that the Council adopt a water waste fee structure that is increased incrementally for each subsequent violation, and that also varies depending upon the exiting stage of water conservation at the time of the violation. An example of such a fee structure from the City of Lemoore is attached for the Council’s consideration. Subject to Council direction, staff will prepare a water waste fee resolution and bring that back to the Council for adoption and implementation, pursuant to the standard fee hearing process.

Recommended Action: Adopt a resolution imposing immediate restrictions on the irrigation of ornamental landscapes and turf with City domestic water to supplement the existing voluntary Stage 1 conservation measures under the Water Shortage Emergency Plan, and provide direction to staff concerning establishment and implementation of a water waste fee schedule.

Alternative(s): As an alternative to adopting the proposed resolution the council could comply with the state mandated conservation measures by increasing the current Stage 1 measures to Stage 2 under the Water Shortage Emergency Plan.

Fiscal Impact: To be determined.

Personnel Impact: To be determined.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2014-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS IMMEDIATELY IMPLEMENTING WATER WASTE PROHIBITIONS AND WATER CONSERVATION MEASURES IN COMPLIANCE WITH STATE WATER RESOURCES CONTROL BOARD RESOLUTION 2014-0038 (EMERGENCY REGULATION FOR STATEWIDE URBAN WATER CONSERVATION)

WHEREAS, the State of California Water Resources Control Board approved Resolution No. 2014-0038, Emergency Regulation for Statewide Urban Water Conservation (SWRCB Regulations) on July 14, 2014; and

WHEREAS, the SWRCB regulations contain certain findings regarding persistent and severe drought conditions throughout California, calls on all Californians to redouble efforts to reduce the use of potable water by various means available; and

WHEREAS, the SWRCB regulations require that in order to promote water conservation, each distributor of a public water supply that is not an urban water supplier shall take one or more of the following actions,

- 1) Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week; or
- 2) Implement another mandatory conservation measure or measures intended to achieve a reduction of 20 percent relative to the amount consumed in 2013; and

WHEREAS, the City Council of the City of Willits has by resolution declared that the City is presently in, and continues to be in, an emergency drought condition; and

WHEREAS, the City Council has adopted a Water Shortage Emergency Plan, Ordinance No. 2014-01, WMC 14.90; has implemented Stage 1 conservation measures pursuant to that Plan; and elects to impose additional, mandatory conservation measures limiting outdoor irrigation of ornamental landscapes or turf with city domestic water, as a supplemental, mandated regulation to the Water Shortage Emergency Plan, and to satisfy the intent of the SWRCB regulations for non-urban water suppliers.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willits, in response to the SWCRB emergency regulations and on the recommendation of the City Manager, hereby determines that implementation of the water conservation measures described above and attached as Exhibit "A" hereto, are necessary to protect the public health, safety and welfare; and

BE IT FURTHER RESOLVED that said measures shall be effective immediately and for the period through March 30, 2015, or as may be extended by the State of California.

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 22nd day of October, 2014, by the following vote:

AYES:
NOES:
ABSENT:

HOLLY MADRIGAL, Mayor
City Council of the City of Willits

ATTEST:

CATHY SANDERS, Deputy City Clerk

EXHIBIT "A"

Pursuant to Ordinance 2014-01, Stage 1, all water customers are requested to comply with the following voluntarily rationing measures in order to achieve and/or maintain an overall 20% system-wide water usage reduction from the same period one year ago:

1. Irrigate outdoors during the evening and early morning hours to reduce evaporation losses (8:00 p.m. to 7:00 a.m.).
2. Inspect all irrigation systems, repair leaks, and adjust spray heads to provide optimum coverage and eliminate avoidable over-spray. Irrigation valves controlling water applied to lawns, vary the minutes of run-time consistent with fluctuations in weather conditions.
3. Replace inefficient plumbing fixture and appliances with water efficient models, and utilize City information regarding using water efficiently, reading water meters, repairing leaks, and water efficient landscaping.
4. Wash cars, other vehicles, and other hard surfaces from buckets, with a quick rinse from a hose equipped with a shut-off nozzle.
5. Fire Hydrants are not to be used for any purpose other than, fighting fires, flushing lines or contraction needs that have been previously authorized by the City.

Further, pursuant to Resolution 2014-__, and in compliance with emergency regulations mandated by the State Water Resources Control Board, all water customers are prohibited from using city domestic water to irrigate ornamental landscaping and turf more than two days per week, with even addresses irrigating on Tuesday and Saturday, and odd addresses irrigating on Wednesday and Sunday. Watering or irrigation will not be permitted on Mondays, Thursdays, and Fridays.

Wasting water is prohibited by WMC Chapter 14.90 and is sufficient grounds to discontinue service to the premises of the customer.

ORDINANCE NO. 2014-01

AN ORDINANCE OF THE CITY OF WILLITS DELETING AND REPLACING CHAPTER 14.90 OF THE WILLITS MUNICIPAL CODE ENTITLED "WATER SHORTAGE EMERGENCIES" WITH CHAPTER 14.90 ENTITLED WATER SHORTAGE EMERGENCY PLAN

The City Council of the City of Willits hereby finds and declares as follows:

SECTION ONE. Findings and Declaration of Intention:

1. WMC Chapter 14.90 provides that the City Council shall adopt a resolution setting forth an applicable water use limitation phase upon its determination that a water shortage emergency condition exists. At a regular meeting held on January 8, 2014, the Willits City Council adopted Resolution No. 2014-01 declaring a Phase V water shortage emergency. The Council reduced the emergency to Phase IV on March 12, 2014. Drought conditions, however, continue to exist locally and statewide and Willits water customers remain subject to mandatory restrictions in their use of city water.
2. Sections 14.90.020 through 14.90.060 set forth the criteria for the imposition of five (5) increasingly restrictive phases of limited water usage. Each of the restrictive phases is imposed based upon criteria that includes the water level in the City reservoirs on the benchmark dates of February 1, May 1, August 1, or November 1 of each year.
4. As presently written, any person violating Chapter 14.90 shall be guilty of a misdemeanor and upon conviction may be imprisoned in the county jail for not more than 30 days or by fine not exceeding \$1000. The only other enforcement provision within the chapter is for discontinuance of service.
5. As presently written, Chapter 14.90 allows the City Manager to grant exception permits on a case by case basis to residential water customers in the event the exception is necessary for health reasons or if the water rationing measures would cause an undue hardship. There is no corresponding hardship exception provision however for commercial or industrial users, many of whom have expressed that strict compliance with the regulations imposes an economic hardship on their business operations.
6. The City Council hereby finds and determines that replacing the existing Chapter 14.90 with the new Chapter 14.90 entitled Water Shortage Emergency Plan will simplify the process of imposing phased water use regulations by both (1) eliminating reference to reservoir storage levels on benchmark dates as that information may have limited relevance in the event of unusual weather patterns or other circumstances considered when imposing a regulation; and (2) reducing the number of phased regulations from five (5) to three (3) stages will simplify application of the ordinance.

The new ordinance will provide for greater flexibility and more equitable application by allowing the City Manager to consider hardship exception requests from all customers, not just residential customers. The new ordinance will also include enhanced enforcement remedies, including the application of existing code enforcement procedures, the imposition of administrative penalties and the installation of flow restricting devices when warranted; the existing enforcement remedy of prosecuting violators with misdemeanor prosecutions is not practical.

Each of these changes are needed immediately, and delaying adoption of the replacement ordinance will result in a continuing undue hardship upon non-residential City water customers who are not eligible to request an exception and delay will also impair the City's ability to

enforce the ordinance and curtail violations. For the foregoing reasons, the City Council finds and determines that replacement of existing Chapter 14.90 with the new Chapter 14.90 entitled WATER SHORTAGE EMERGENCY PLAN is hereby adopted as an urgency ordinance to take effect immediately and is necessary to maintain an adequate water supply for essential water service.

SECTION 2. Replacement of WMC Chapter 14.90 entitled “Water Shortage Emergencies” with a new WMC Chapter 14.90 entitled “Water Shortage Emergency Plan.”

The City Council of the City of Willits does ordain as follows:

WMC Chapter 14.90 entitled “Water Shortage Emergencies” is hereby deleted and replaced by Chapter 14.90 entitled “Water Shortage Emergency Plan” as follows:

14.90 Water shortage emergency plan.

A. Title, Purpose, Intent and Definitions.

1. Title. This section shall be known as the “water shortage emergency plan” of the City of Willits and may be so cited.

2. Purpose and Intent. The purpose of this water shortage emergency plan (“plan”) is to establish different levels of water rationing during a water shortage emergency resulting from a reduced supply of water such as may result from drought, water supply shortages or limitations of water delivery conditions.

Nothing in this section will preclude the City Council from passing an emergency resolution for the immediate curtailment of water use by its customers due to water supply shortages and delivery limitations caused by extraordinary circumstances, events and conditions, either natural or unnatural.

3. Definitions. The terms used in this section shall have the following meanings:

a. The “City” means the City of Willits acting by and through the City of Willits Public Works Department as operator of the City of Willits water system.

b. “Manager” is the City Manager of the City of Willits.

c. “Customer” means any person, firm, partnership, association, corporation, company, organization, or governmental entity, whether within or without the geographic boundaries of the City of Willits, who uses water supplied by the City.

d. “GPD” means gallons per day.

e. “Water” means potable water.

B. Authorization. The City Manager or his/her designee is authorized and directed to implement the applicable provisions of this section upon adoption of a City Council resolution determining that such implementation is necessary to protect the public health, safety and welfare.

C. Application. The provisions of this plan shall apply to all customers and property served by the City’s water system.

D. Water Rationing Stages. No customer shall make, cause, use, or permit the use of water for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this plan, or in an amount in excess of that use permitted by either rationing Stage 2 or 3 when in effect as declared by resolution of the City Council.

1. Stage 1 – Voluntary Rationing. In order to achieve an overall system-wide reduction goal of 20 percent, all customers of the City shall be requested to:

- a. Apply outdoor irrigation water only during the evening and early morning hours to reduce evaporation losses (8:00 p.m. to 7:00 a.m.).
- b. Even addresses can irrigate outdoors Tuesday, Thursday and Saturday.
- c. Odd addresses can irrigate outdoors Wednesday, Friday and Sunday.
- d. No outdoor irrigation on Mondays.
- e. Inspect all irrigation systems, repair leaks, and adjust spray heads to provide optimum coverage and eliminate avoidable over-spray.
- f. For irrigation valves controlling water applied to lawns, vary the minutes of run-time consistent with fluctuations in weather. Reduce minutes of run-time for each irrigation cycle if water begins to run off to gutters and ditches before the irrigation cycle is completed.
- g. Replace inefficient plumbing fixtures and appliances with water efficient models.
- h. Utilize City information regarding using water efficiently, reading water meters, repairing ordinary leaks, and water efficient landscape.
- i. Prohibit nonessential uses of water, including the following:
 - (i.) Noncommercial washing of privately owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used to rinse a vehicle;
 - (ii.) Any use of water from a fire hydrant, except for fighting fires, line flushing required by regulatory agencies or essential construction needs.

2. Stage 2 – Mandatory Compliance – Water Alert. The City Council may by resolution declare a rationing Stage 2 based on water supply and delivery projections by the Public Works Director/City Engineer and the Council's determination that Stage 2 restrictions are needed to preserve available water resources to maintain an adequate water supply for human consumption, sanitation, and fire protection. Following a declaration of rationing Stage 2 status, and in addition to Stage 1 activities being mandatory, the following restrictions shall be implemented:

- a. Residential water usage is limited to 160 GPD per occupied residential unit.
- b. Water use for any nonresidential use is limited to 80 percent of the water used by the customer during the corresponding billing period in the previous non-rationed year.

- c. Nonessential uses of water, including the following, are prohibited:
 - (i.) Refilling or initial filling of a swimming pool. Topping off to prevent damage to pump and filter equipment is allowed.
 - (ii.) Use of water except recycled water, as allowed by the Regional Water Quality Control Board, for dust control and compaction at construction sites.
- d. Water use by a vehicle washing facility is limited to 80 percent of the water used by the facility from corresponding billing period in the prior year, unless such washing facility treats and recycles wash water, in which case this provision shall not apply.

3. Stage 3 – Mandatory Compliance – Water Emergency. The City Council may, by resolution, declare a rationing Stage 3, based on water supply and delivery projections by the Public Works Director/City Engineer and the Council’s determination that Stage 3 restrictions are needed to preserve available water resources to maintain an adequate water supply for human consumption, sanitation, and fire protection. Following a declaration of rationing Stage 3 status, the following activities shall be prohibited:

- a. Any activities prohibited during rationing Stages 1 and 2.
- b. Residential water usage is limited to 120 GPD per occupied residential unit.
- c. Water use for any nonresidential use is limited to 70 percent of the water used by the customer during the corresponding billing period in the previous non-rationed year.
- d. The use of water for watering or irrigation purposes shall be prohibited unless accomplished within the limitation of one hundred twenty (120) gallons.

Following a declaration of rationing Stage 3 status, no new water connections or expansions of existing uses will be permitted even if previously authorized by building permit.

A “new water connection” is defined as a water connection for the benefit of any user or use of water, whether industrial, commercial, residential, institutional, or otherwise, who or which was not currently receiving water from the department at the time Stage 3 conditions were established.

A user whose water was temporarily disconnected at the establishment of Stage 3 shall not be deemed a “new water connection”.

All new construction, not actually receiving water for other than construction uses at the time of establishment of Stage 3, shall be deemed a new water connection, notwithstanding the fact that such new construction may have received all permits and consents required of it by any governmental agency, including the City, and notwithstanding the fact that the applicable fees for water connection may have been prepaid by the applicant.

E. Exceptions and Application Procedures for Exceptions. Any classification of water customer, residential or otherwise, may make written application for an exception to the regulations and prohibitions described in this section. Said application shall be made under

penalty of perjury and shall describe in detail why applicant believes an exception is justified.

1. The City Manager or his/her designee may grant exceptions for use of water otherwise prohibited by this section upon finding and determining that failure to do so would cause an emergency condition affecting the health, sanitation, fire protection or safety of the applicant or public; or cause an unnecessary and undue hardship on applicant or the public, including, but not limited to, adverse economic impacts, such as loss of production or jobs.

2. The decision of the City Manager or his/her designee may be appealed to the City Council by submitting a written appeal to the City Clerk within seven (7) calendar days of the date of the decision. Upon granting any appeal the City Council may impose any conditions determined to be just and proper. Exceptions granted shall be prepared in writing and filed with the City Clerk.

F. Violation/Enforcement.

1. Any violation of any provision of this plan is hereby declared to be a public nuisance and shall be enforced in accordance with the provisions of the code enforcement ordinance (WMC Chapter 1.12), including without limitation the imposition of administrative penalties, notice and hearing requirements and appeals procedures.

2. Any violation of the provisions of this section shall be deemed an infraction.

3. In addition to the enforcement remedies provided in Chapter 1.12 WMC, upon a violation of any provision of this section, the City Manager may authorize the installation of a flow-restricting device on the services line to the property(ies) in violation, and the cost of installation of such a device shall be charged to the person(s) or entity(ies) responsible for payment of water service charges or a lien against the affected property(ies).

4. In addition to the enforcement remedies provided in Chapter 1.12 WMC, upon a continued violation of any provision of this section, the City Manager may authorize the termination of water service to the property(ies) in violation. The cost of terminating and restoring service shall be charged to the person(s) or entity(ies) responsible for payment of water service charges or a lien against the affected property(ies).

5. The City Council shall, from time to time, establish a water waste fee and a water service termination/restoration fee to be used as a guideline for determining the amount of an administrative or criminal fine or penalty to be imposed for a violation of this section.

G. Additional Enforcement Remedy. Before either installing a water restrictor or terminating water service, the City shall give written notice to the person responsible for the service connection to be either restricted or terminated of its intention to do so. The person or persons to whom notice is given shall have five business days from the date of service of the notice to request a hearing before the City Manager, or his/her designee, in order to present any and all evidence they may have as to why a restrictor should not be installed or service terminated.

If a hearing is requested, the City Manager, or his/her designee, shall schedule a date and time for said hearing as soon as possible after the request is filed, but not later than five business days after the filing of such request for hearing. At the hearing, the person whose service connections are to be restricted or terminated and the utilities personnel may offer evidence. The City Manager, or his/her designee, shall make a final determination as to whether service should be restricted or terminated and under what conditions.

SECTION 3. EFFECTIVE DATE, PUBLICATION.

The City Clerk shall publish this ordinance as required by law. This ordinance is adopted as an urgency ordinance for the immediate preservation of the public peace, health, or safety within the meaning of Government Code section 36937 shall become effective immediately after its adoption.

The foregoing urgency ordinance was adopted at a regular meeting of the Willits City Council on March 26, 2014, by the following roll call vote:

AYES: Stranske, Strong, Orenstein, and Madrigal
NOES: Burton
ABSENT: None
ABSTAIN: None



Holly Madrigal, Mayor

ATTEST:



Cathy Sanders, Deputy City Clerk

ORDINANCE NO. 2014-01

**AN URGENCY ORDINANCE OF THE LEMOORE CITY COUNCIL ENACTING
ARTICLE E OF CHAPTER 7 OF TITLE 7 OF THE LEMOORE MUNICIPAL CODE
ADOPTING A WATER CONSERVATION PLAN**

WHEREAS, the City of Lemoore, pursuant to the police powers delegated to it by the California Constitution, has the authority to enact laws which promote the public health, safety and general welfare of its citizens; and

WHEREAS, on January 17, 2014, the Governor of the State of California declared a Drought State of Emergency; and

WHEREAS, in order to meet the water needs of residents and businesses in the City and protect the public from potential health hazards, the City must impose more stringent water conservation by customers and recover the cost for such conservation programs; and

WHEREAS, immediate enactment of the provisions pertaining to the drought, as set forth in this Urgency Ordinance, will be in the best interest of the public health, safety and general welfare of the public and will help to diminish the risk of personal injury of Lemoore residents in the event of a water outage; and

WHEREAS, California Government Code section 36937 empowers cities to adopt by a four-fifths vote, an urgency ordinance which is necessary for the immediate preservation of the public peace, health or safety; and

WHEREAS, the City Council has determined that the adoption of this Ordinance is necessary for the immediate preservation of the public peace, health and safety to reduce the risk of personal injuries related to the lack of water supply to the region; and

NOW, THEREFORE, the City Council of the City of Lemoore does hereby ordain as follows:

SECTION 1. Urgency Findings. The City Council of the City of Lemoore hereby adopts the recitals set forth in the introduction to this Urgency Ordinance as findings to support adoption of the provisions contained herein. This Urgency Ordinance is enacted pursuant to Government Code, Sections 36934 and 36937 for the immediate preservation of the public peace, health and safety.

SECTION 2. That Title 7 of the City of Lemoore Municipal Code is hereby amended by adding Article E to Chapter 7 of Title 7 to read as follows:

“ARTICLE E. WATER CONSERVATION

Sections:

- 7-7E- 1 Standard Water Conservation Measures.
- 7-7E- 2 Water Efficient Landscape Ordinance Adopted.

7-7E- 3	Findings of Necessity.
7-7E- 4	Water Customer.
7-7E- 5	Application.
7-7E- 6	Exceptions and Exemptions.
7-7E- 7	Authorization.
7-7E- 8	Voluntary Compliance.
7-7E- 9	Level I Conservation Measures.
7-7E-10	Level II Conservation Measures.
7-7E-11	Level III Conservation Measures.
7-7E-12	Penalties.
7-7E-13	Compliance.
7-7E-14	Waiver.

7-7E- 1 Standard Water Conservation Measures.

- (a) Definitions: Unless the context requires otherwise, the following definitions shall be used in the interpretation and construction of this section:

DIRECTOR: The director of public works of the city of Lemoore.

PERSON: Any individual, firm, partnership, association, corporation or political entity.

WATER: Any water obtained from the water department of the city of Lemoore.

- (b) Application of Regulations: The provisions of this section shall apply to all persons using city supplied water, both inside and outside of the city limits.
- (c) Regulations: In the use of water supplied by the city of Lemoore, the following requirements shall apply:
- (1) No person shall keep, maintain, operate, or use any water connection, hose, faucet, hydrant, pipe, outlet or plumbing fixture which is not tight and free from leakage, dripping or waste of water.
 - (2) No person shall allow excessive water to run or waste from his property onto streets or highways.
 - (3) No person shall willfully or negligently waste water in any manner.
 - (4) Outdoor watering for those with even numbered addresses will be permitted on Tuesday, Thursday and Saturday, while odd numbered addresses may water on Wednesday, Friday and Sunday. Monday will be a day on which no outdoor watering is allowed.
 - (5) The public works director may grant a thirty (30) day exception for new lawns not yet established.
 - (6) Prohibition of draining of swimming pools with a capacity in excess of five thousand (5,000) gallons more than once every two (2) years, except for structural repairs or to comply with public health standards determined by the county health

officer. Residents with private swimming pools shall file a written application for a permit prior to draining their pools with the public works department. The application shall include information as to reason for draining the pool and in case of repairs, the nature and duration of repairs to be made and the date on which the pool will be drained.

- (7) Washing of exterior asphalt or concrete areas is prohibited except for those businesses that are governed by the food and drug administration or state or county health department requirements that require these areas to be washed for health purposes. Documentation indicating such regulations must be provided to the director.
- (8) The use of water for washing cars, boats or other vehicles is prohibited without the use of a quick acting positive shutoff nozzle on the hose and the use of buckets for washing with water from the hose used for light rinsing. These regulations apply to both residential customers and fundraising events. The business owner at which a fundraising car wash is held is responsible for both the enforcement of these regulations and any citations which may result due to abuse of these regulations.
- (9) All new construction and remodeling or additions to habitable areas with a valuation in excess of five thousand dollars (\$5,000.00) will be required to install or replace existing faucets and showerheads with low flow devices and toilets with ultra low flow units.

7-7E- 2 Water Efficient Landscape Ordinance Adopted.

This section should be known as "an ordinance of the city of Lemoore adopting the California model water efficient landscape ordinance, California Code of Regulations, title 23, division 2, chapter 2.7" and any amendments thereto by reference. (Ord. 2009-12, 1-5-2010)

7-7E- 3 Findings of Necessity.

It is necessary to minimize the potential for water shortage through the practice of water conservation pursuant to the provisions of California Water Code § 375 et seq. It is further necessary to reduce the potential effect of a water shortage on the residents, businesses and visitors of Lemoore and to adopt provisions that will significantly reduce the inefficient consumption of water, thereby extending the available water resources necessary for the domestic, sanitation, and fire protection of the community to the greatest extent possible. Nothing in this Chapter shall prevent the City from also declaring a water emergency pursuant to California Water Code Section 350, if circumstances warrant such a declaration.

7-7E- 4 Water Customer.

Water customer for the purposes of this chapter, shall mean any person, partnership, business, corporation, special district, public agency, or association or legal entity to which the City of Lemoore (City) supplies water or "user" of water supplied by the City.

7-7E- 5 Application.

This chapter shall be applicable to all water customers.

7-7E- 6 Exceptions and Exemptions.

- (a) Exceptions: The City Manager or his or her designee shall grant an exception from the requirements of this chapter for any of the following reasons:
 - (1) Water use is necessary to public health and safety or for essential government services; or
 - (2) Recycled water is being used; or
 - (3) Water use is necessary due to the medical needs of the water customer.
 - (4) An alternative water source/supply is available for use.

- (b) Exemptions: The City Council may grant an exemption to the requirements of this Chapter, with or without conditions, if it determines that a water customer would otherwise experience extreme financial hardship that cannot be mitigated. The City Council shall review any requests for an exemption from compliance with this chapter. A written request for an exemption must be submitted to the City Clerk a minimum of two weeks prior to the regularly scheduled Council meeting at which the exemption is to be considered. If appropriate, the City Council may require the customer granted an exemption to reduce water use by other appropriate alternative methods. Notwithstanding any other provision of this Code, there shall be no right to further administrative review or appeal of the determination of exemption of the City Council. The City Council may establish an "exemption processing fee" by resolution.

7-7E- 7 Authorization.

The City Council may declare the conservation stage based on a determination made by the City Manager, or based upon any reduction in water supply or delivery that the City Council determines in its sole discretion necessitates water conservation pursuant to this Chapter. The City Council may determine and order water prohibitions and restrictions as outlined herein in the following levels:

- Voluntary Compliance
- Level I Conservation Measures
- Level II Conservation Measures
- Level III Conservation Measures

7-7E- 8 Voluntary Compliance.

At this level of the conservation plan, the goal is to inform the public of the pressing need to conserve water. This can be done through information and education measures, which can directly affect water-use habits of the City's customer base. While education alone may not produce sustained water savings like other measures, it can enhance the effectiveness of other measures. Water bill inserts, pamphlets upon request, partnering with local schools to encourage water conservation practices, creating workshops for local plumbers, plumbing fixture suppliers,

and builders or landscape and irrigation service providers are all examples of education and information measures the City can implement.

The goal of this measure is to have residents and businesses voluntarily comply with best practice water conservation measures, with the goal of reducing average water consumption by 20%. Water tanks and wells will be monitored by the Water Department.

Additionally, landscape watering for municipal parks will be reduced from six to four days or less per week.

7-7E- 9 Level I Conservation Measures.

When pumping water levels drop 20% below the Baseline Measurement, the following restrictions shall apply:

- (a) The number of days for landscape watering to two days per week, depending upon the type of irrigation and the address. Even numbered addresses would be allowed to water on Tuesday and Saturday while odd numbered addresses would water on Wednesday and Sunday. No watering would be allowed on Monday, Thursday or Friday. Additionally, landscape watering would only be authorized before 10:00 a.m. and after 7:00 p.m. on designated days. Water customers that utilize drip irrigations are exempt from watering day restrictions.
- (b) Hotels, restaurants, and bars encouraged to only provide drinking water to customers upon request
- (c) No water customer shall permit water to leak on his or her premises. Such leak shall be repaired in a timely manner after written notification by the city, but in no case in excess of seventy-two (72) hours after notification.
- (d) Landscape watering for municipal parks to three days or less per week.

7-7E-10 Level II Conservation Measures.

The following restrictions shall be applicable during a high water conservation alert as declared by the City Council and whenever a recommendation has been made by the City Manager in conjunction with the Chief Plant Operator of the Water Treatment Plant based upon a significant reduction or interruption in water supply or delivery that necessitates increased water conservation efforts:

- (a) All prohibitions and restrictions in Level 1 (section number) shall be in effect.
- (b) The number of days for landscape watering to one day per week, depending upon the type of irrigation and the address. The City would be divided into three sections: one section would be all of the area on the east side of Lemoore Avenue, another section would be the area north of Cinnamon Drive from 19 ½ Avenue to Lemoore Avenue and the third section would be the area south of Cinnamon Drive to the west city limits. Watering between the hours of 10:00 a.m. and 7:00 p.m. is still prohibited.

- (c) The washing of personal vehicles is restricted to once per week, only on permitted watering days, and only with the use of the required quick-acting positive shut off nozzle.
- (d) Hotels are encouraged to implement laundry conservation measures by encouraging patrons to reuse linens and towels.
- (e) Landscape watering for municipal parks is restricted to two days or less per week and restrictions shall be implemented on Gold Course watering.

7-7E-11 Level III Conservation Measures.

In the event of a major earthquake, large-scale fire, or other so called “Act of Nature” which has or could have serious impacts on the city’s total available water storage or delivery capacity, whether storage capacities have been reduced or not, or in the case of an unanticipated significant reduction in city water supply, a severe water conservation alert shall be declared by the City Council.

- (a) All previous restrictions noted above in Level I and Level II shall be in effect.
- (b) Irrigation of landscapes is prohibited between the hours of 8:00 a.m. and 8:00 p.m.
- (c) Landscape watering for municipal parks shall be limited to one day per week.
- (d) Swimming pool refilling or new construction swimming pool filling is not authorized.
- (e) The City shall discontinue washing city vehicles or equipment except for health, safety or critical maintenance reasons.
- (f) Restrictions on Golf Course watering shall be increased.

7-7E-12 Penalties.

- (a) No water customer of the City shall knowingly use, or permit the use of, water in a manner contrary to any provisions of this Article, or in an amount in excess of that use permitted by the provisions of this Article.
- (b) Unless otherwise provided, any water customer violating any provision of this chapter shall be guilty of an infraction, and each day or portion thereof such violation is in existence shall be a new and separate offense.
- (c) Any water customer determined to be guilty of a first time violation shall be given a written reminder for compliance. Second and subsequent violations shall be punishable as follows:
 - (1) Second Violation: A written notice of such violation shall be given of a second violation, and a charge shall be added to the water bill of such person as a onetime penalty as follows:
 - (i) Fifteen dollars (\$15.00) if the City is subject to Standard Conservation Measures or if the City Council has enacted Level I Conservation Measures.

- (ii) Thirty dollars (\$30.00) if the City Council has enacted Level II Conservation Measures.
 - (iii) Forty-Five dollars (\$45.00) if the City Council has enacted Level III Conservation Measures.
- (2) Third Violation: A written notice of such violation shall be given and a penalty shall be added to the water bill of such person as a onetime penalty as follows:
 - (i) Twenty Five dollars (\$25.00) if the City is subject to Standard Conservation Measures or if the City Council has enacted Level I Conservation Measures.
 - (ii) Fifty dollars (\$50.00) if the City Council has enacted Level II Conservation Measures.
 - (iii) Seventy Five dollars (\$75.00) if the City Council has enacted Level III Conservation Measures.
- (3) Fourth Violation: A written notice of such violation shall be given and a charge shall be added to the water bill of such person as a onetime penalty.
 - (i) Fifty dollars (\$50.00) if the City is subject to Standard Conservation Measures or if the City Council has enacted Level I Conservation Measures.
 - (ii) One Hundred dollars (\$100.00) if the City Council has enacted Level II Conservation Measures.
 - (iii) One Hundred Fifty dollars (\$150.00) if the City Council has enacted Level III Conservation Measures.
- (4) Fifth Violation: A written notice will be given of a fifth violation and the consumer shall have a flow restrictor placed in their service until such time that they can assure the public works director that no more waste will occur. All costs, including overhead, for this installation shall be billed to the customer.
- (d) Determination Of Number Of Offenses: To determine whether a violation is other than a first offense, only notices issued within one year after the date of the first notice will be considered.
- (e) In addition to the above remedies, the City Manager or his or her designee is empowered, to enforce any or all of the following penalties:
 - (1) Place a flow restricting device upon the water service;
 - (2) Lock off of a water meter;
 - (3) Remove a water meter;
 - (4) Shut off the service connection;
- (f) All costs or expenses incurred by the city for enforcement of this section shall be borne by the water customer. No water service shall be limited or discontinued until the City Manager or his or her designee provides a written notice of intent to so limit or discontinue such service and the reasons for such decision, and further, provides such

water customer notice of the right to request an administrative review and hearing pursuant to the procedures set forth in Title 1, Chapter 10 of this Code.

7-7E-13 Compliance.

The City Manager or his or her designee shall enforce the provisions of this chapter.

7-7E-14 Waiver.

To apply for a full or partial waiver of the mandatory water conservation requirements to accommodate your disability, you must submit a letter explaining your need for additional water use based on your disability. Send your letter requesting a waiver of the mandatory water conservation requirements to the City Manager.

The City will consider each application for a full or partial waiver of the water restrictions on an individual basis. The City may request that you provide medical information to support your need for an exemption to the current water restrictions. Responses to waiver requests will be provided in 30 days. All waiver requests that have been granted are subject to review and cancellation. If any waivers are obtained based on inaccurate information, applications may be subject to fines and additional charges.”

SECTION 3. Sections 7-7A-8.1 and 7-7A-8.2 of the Lemoore Municipal Code are hereby repealed.

SECTION 4. This Urgency Ordinance shall take effect immediately upon its adoption.

SECTION 5. The City Clerk shall certify the adoption of this Urgency Ordinance and shall cause the same to be published as required by law.

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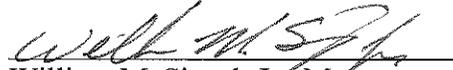
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The foregoing Urgency Ordinance was passed and adopted at a Regular Meeting of the City Council of the City of Lemoore held on the 6th day of May, 2014, by the following vote:

AYES: GORDON, WYNNE, NEAL, RODARMEL, SIEGEL
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

APPROVED:



William M. Siegel, Jr., Mayor

ATTEST:



Mary J. Venegas, City Clerk

CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss.
CITY OF LEMOORE)

I, **MARY J. VENEGAS**, City Clerk of the City of Lemoore do hereby certify the foregoing Urgency Ordinance of the City Council of the City of Lemoore was duly passed and adopted at a Regular Meeting of the City Council held on the 6th day of May, 2014.

DATED: May 6, 2014



Mary J. Venegas, City Clerk

RESOLUTION NO. 2014-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS RENEWING ITS DECLARATION OF A LOCAL EMERGENCY AND EXTENDING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO DROUGHT CONDITIONS PURSUANT TO RESOLUTION NO. 2014-02

WHEREAS, on January 8, 2014, the Willits City Council adopted Resolution No. 2014-02 declaring a local emergency due to drought conditions, which was renewed on February 6, 2014, February 26, 2014, March 26, 2014, April 23, 2014; May 28, 2014; June 25, 2014; July 23, 2014; August 13, 2014; September 10, 2014; and October 8, 2014; and

WHEREAS, California Government Code §8630, Article 14 of the California Emergency Services Act requires that the Willits City Council review, at least every thirty days, the need for continuing the local emergency; and

WHEREAS, both Chapter 2.25 of the Willits Municipal Code (WMC), adopted as Ordinance No. 97-02 of the City of Willits and the California Emergency Services Act at Government Code Section 8550, et seq, empower the City Council to proclaim the existence or threatened existence of a local emergency when the City of Willits is affected by a public calamity or imminent conditions of disaster; and

WHEREAS, the total rainfall is significantly below normal, and the overall drought situation has not significantly diminished: and

WHEREAS, California experienced its warmest winter on record, recording its driest winter to date by March 2014, and the 2014 summer began with a deficit of rainfall over the previous two years, compounded with below average rainfall again for 2013/2014, which resulted in a long, dry summer; and

WHEREAS, the local fire season officially started on April 24, 2013, which resulted in unseasonal fuel moistures with poor recovery due to the drought conditions, and the northern half of California experienced significant fire activity; and

WHEREAS, due to continuing drought conditions, it is prudent and necessary to maintain a level of restriction for water use, mandate water conservation, provide a maximum ceiling for water use by commercial and private residents until such time our community can be assured of a safe, uninterrupted water supply; and

WHEREAS, it is imperative to plan for a continued drought for winter 2014/2015, or for the next prolonged drought period, and to take every reasonable measure to ensure we have adequate water supply for domestic use, commercial use, and fire protection.

WHEREAS, the City Council has been requested by the Director of Emergency Services of the City of Willits and the Fire Chief of the Little Lake Fire Protection District to renew the proclamation of the existence of a local emergency within the City; and

WHEREAS, the City Council does hereby find:

THAT conditions of imminent disaster and extreme peril to the safety of persons and property have continued within the City of Willits due to prolonged conditions of drought and insufficient water supply to maintain necessary water to provide for adequate fire suppression in the event of an ongoing and extended fire season while providing the minimum requirements of the department's customers, thereby constituting an immediate hazard to the safety and welfare

of City residents and other customers of the department, and resulting in the imposition of water emergency regulations pursuant to WMC Chapter 14.90; and

THAT the aforesaid conditions of imminent disaster and extreme peril warrant and necessitate the proclamation of the existence of a local emergency.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that during the existence of said local emergency the powers, functions, and duties of the Director of Emergency Services and the emergency organization of this City shall be those prescribed by state law, by ordinance and, resolutions of this City, and by the City of Willits Emergency Plan, as approved by the City Council on the day of 24th day of October, 2007 (Resolution No. 2007-40).

IT IS FURTHER PROCLAIMED AND ORDERED that said local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Willits, State of California.

WHEREAS, the adverse environmental, economic, and social impacts of the drought pose an imminent threat of disaster and threaten to cause widespread harm to people, businesses, property, communities, wildlife and recreation within the City of Willits.

NOW, THEREFORE, BE IT RESOLVED that the Willits City Council declares that a local emergency and imminent threat of disaster continues to exist within the City of Willits due to ongoing long-term drought conditions.

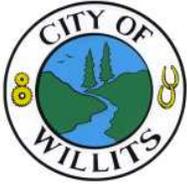
The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 22nd day of October, 2014, by the following vote:

AYES:
NOES:
ABSENT:

HOLLY MADRIGAL, Mayor
City Council of the City of Willits

ATTEST:

CATHY SANDERS, Deputy City Clerk



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: DISCUSSION AND POSSIBLE ACTION REGARDING REQUEST FROM BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT FOR AN INTER-TIE CONNECTION TO THE CITY'S WATER SYSTEM

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

Summary of Request: Brooktrails Township Community Services District (BTCSD) has submitted a request (*see attached*) to the City for consideration of establishing an inter-tie connection between the City's drinking water system and BTCSD's drinking water system. The request is being compelled by the State Water Resources Control Board, Division of Drinking Water (DDW). BTCSD has been exploring ground water; however, they have not been successful in finding any significant supply. DDW is now interested supporting a funding request for an inter-tie with the City of Willits. DDW's position is that such an intertie could assist either community during water emergencies, which may include drought, water quality issues, and infrastructure issues resulting in immediate loss of water supply.

Key discussion points include BTCSD's projected water supply (in the absence of significant rainfall) and current water restrictions; their community's infrastructure with regard to prevalence of leaks, and maintenance and repairs thereof; temporary vs permanent inter-tie connection; exposure to the City in granting such an inter-tie connection; and related matters.

The Council should consider the conditions for which they may be willing to grant such a connection, as well as conditions for which the supplied water would be discontinued.

Recommended Direction/Action: 1) Discuss and identify all relevant parameters for which the City would be willing to approve an inter-tie connection between the City's drinking water system and BTCSD's drinking water system; 2) Provide direction to City staff regarding next steps; and 3)

Alternative(s): None recommended.

Fiscal Impact: To be determined.

Personnel Impact: To be determined.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____



BROOKTRAILS TOWNSHIP

COMMUNITY SERVICES DISTRICT

24860 Birch Street
Brooktrails, California 95490-9475

Phone: 707-459-2494

Fax: 707-459-0358

drose@btcsd.org

October 17, 2014

Adrienne Moore
City Manager
City of Willits
111 East Commercial Street
Willits, California 95490

Dear Ms. Moore:

I am writing to you at the behest of the State Water Resources Control Board Division of Drinking Water concerning the possibility of establishing an intertie between the City of Willits and Brooktrails Township Community Services District drinking water systems.

Such an intertie could assist either community during water emergencies. As you may recall there have been several occasions during the past in which each of our community's water systems were in distress and an established intertie could have served to ensure that critical water resource would be available to either community in an emergency.

Please let me know if the City is willing to entertain such a connection and what documentation you will need to evaluate the feasibility of such a project

Thank you in advance for your consideration.

Sincerely,

Denise Rose
General Manager

**WILLITS CITY COUNCIL
MINUTES
WEDNESDAY, OCTOBER 8, 2014**

Mayor Madrigal called a regular meeting of the City Council to order at 6:32 p.m., in Council Chambers. The meeting was preceded by the pledge to the flag.

Roll Call: Councilmembers Larry Stranske, Madge Strong, Bruce Burton, Ron Orenstein, and Mayor Holly Madrigal were present.

Also present were staff members: Adrienne Moore, City Manager; Jim Lance, City Attorney; Gerry Gonzalez, Police Chief; Rod Wilburn, Public Works Director; Susie Holmes, Finance Director; Cathy Sanders, Deputy City Clerk; and Kim Lensing, Administrative Assistant.

2. PUBLIC COMMUNICATIONS

Anne Shirako, Librarian, Mendocino County Library/Willits Branch, thanked the City Council for their continued support of the library and its programs. Ruthanne Volz expressed concern about the traffic speed on Madden Lane and Pearl Street, also reading a letter from Lil McFadden expressing the same concerns. Robin Leler agreed with the traffic concerns. Ms. Leler also requested the Council, at their next meeting, take up the matter of the Northern Interchange and its impact to the archaeological site. Police Chief Gonzalez responded to the traffic concerns on Madden Lane and Pearl Street, informing the community that they need to report incidences to the Willits Police Department so that they are documented.

3A. PROCLAMATION RECOGNIZING DOMESTIC VIOLENCE AWARENESS MONTH, OCTOBER 2014

Mayor Madrigal read the proclamation for the record, presenting it to Teresa Borjon, legal advocate with Project Sanctuary.

Public Comment: None.

Presentation only; no action taken.

4. CONSENT CALENDAR

The following item(s) are recommended for approval:

- a. City Council Minutes: September 24, 2014 – **Approved**
- c. Resolution Renewing the City's Declaration of Local Emergency and Extending the Existence of Local Emergency Due to Drought Conditions Pursuant to Resolution No. 2014-02 – **Approved**

Public Comment: Tom Mann, Main Street Merchants Group, thanked the City Council for their efforts and support with the Caltrans Sustainable Transportation Planning Grant Application.

Moved by Stranske/Seconded by Orenstein and carried unanimously to approve Consent Calendar items (a&c).

Removed for separate consideration:

- b. Resolution to Support Sustainable Transportation Grant Application for Main Street Improvements.

Moved by Stranske/Seconded by Strong and carried unanimously to approve Consent Calendar items (b).

5. INFORMATIONAL REPORTS

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

- a. Disbursements Journal(s):
 - Warrant Nos. 25066-25104 and 25110, Totaling \$1041.00
 - Warrant Nos. 25111-25188, Totaling \$367,350.76
- b. Building Inspection Activity Report(s) – September 2014
- c. Business License Activity Report(s)– September 2014
- d. Water Consumption /Revenue Chart(s) – September 2014

6. RIGHT TO APPEAL

None presented.

7. COMMISSIONS, AGENCIES AND AUTHORITIES

None presented.

8A. DISCUSSION AND DIRECTION REGARDING POSSIBLE ORDINANCE AMENDMENT TO COMPLY WITH STATE OF CALIFORNIA DROUGHT REGULATIONS.

City Manager Moore proposed a resolution to amend the current water ordinance in order to comply with the current State regulations. Changes to the ordinance could be either limiting outside irrigation to two days per week (one week day and one weekend day) or a mandatory 20 percent reduction of usage from the Stage 2 restrictions earlier this.

Public Comment: Robin Leler asked if it applied to all outdoor vegetation. City Attorney Lance replied that the regulations only apply to ornamental plants and turf.

8B. OTHER CITY MANAGER REPORTS

City Manager Moore reported on the following:

- Informed the community of the upcoming traffic delay due to the Bypass Project, on Thursday October 9th beginning at 2:00 a.m. continuing through 9:00 p.m., with expected delays of up to one hour. A speed limit of 20 mph will be in effect through the detour for the duration of the construction of the southern bypass interchange;
- REMIF will be amending their bylaws to include a representative from each City, noting that a resolution will be placed on the next agenda to request that the City Manager be named as Director and the Finance Director be named as the Alternate Director to represent the City of Willits; and
- Ms. Moore informed the Council that the October 22nd Council meeting is expected to be a full agenda with a number of discussion items.

9. DEPARTMENT RECOMMENDATIONS

- a. Administration (City Clerk, Finance, Human Resources, Legal):
 - City Clerk, Cathy Sanders will be on vacation beginning October 9th through October 27th, Kim Lensing, Administrative Assistant, will fill in as the clerk for the next City Council meeting.
 - The Finance Committee meeting scheduled for October 28th has been rescheduled to October 20th due to a scheduling conflict.
- b. Public Safety:
 - Police Chief Gonzalez will be meeting with City Attorney Lance to discuss the camping and panhandling ordinance and compare with other communities. The Department has issued a conditional job offer for a new police officer, with a start date yet to be determined. The Grand Jury is scheduled to visit the community on October 16th. The Public Health Department conducted an inspection of the jail earlier this week. Chief Gonzalez reminded the community of upcoming traffic issues to include the Bypass detour and Friday's Homecoming at WHS.

- c. Community Development:
 - City Manager Moore reported that the Community Development Department is working on the Mendo Mill renovation project and the REACH project, with a TAC meeting to be held next week.
- d. Public Works & Engineering:
 - Public Works Director Rod Wilburn reported the current water levels as being 785 acre feet to date, with last year's levels being 559 acre feet. The Public Works crew, in cooperation with California Department of Forestry, is working on maintenance and clean-up around the City. The Public Works crew will be assisting with the construction of the foundation for the ground water treatment plant, anticipated to begin in the next couple weeks. Work on the Main Street waterline project from State Street to Commercial Street is being planned, an encroachment permit has been sent to Caltrans. Additional permits are required for the Elias well replacement; there could be a delay of 60 days to six months. Mr. Wilburn informed the public that the sewer plant is currently fertilizing the hay field adjacent to the sewer plant.
- e. Water & Wastewater Systems – no further reports.

10. CITY COUNCIL AND COMMITTEE REPORTS

- a. Mendocino Council of Governments (MCOG) met in Boonville for a bus and walking tour of Boonville and Anderson Valley Transportation projects, as well as discussion with Board representatives on its negotiations with Dow & Associates for professional services contract for administrative and fiscal services.
- b. Local Agency Formation Commission (LAFCO) – the agenda included community projects including in Elk, Caspar South, Irish Beach, Gualala, Round Valley and Laytonville.
- c. Mendocino Transit Authority (MTA) did not meet.
- d. Revit-ED Committee did not meet.
- e. Mendocino Solid Waste Management Authority-Joint Powers Authority (MSWMA-JPA) did not meet; however, the next meeting will be held November 13th.
- f. Economic Development and Financing Corporation (EDFC) will be meeting October 9th in the Willits City Council chambers.
- g. League of California Cities did not meet.
- h. Water Resources Committee did not meet.
- i. Sewer System Committee did not meet.
- j. Finance Committee did not meet.
- k. Ad Hoc Committees
 - Caltrans Bypass Project did not meet.
 - Main Street Improvement will be meeting October 9th.
 - Solar Array – the committee hopes to bring the matter back to the Council at the next meeting.
 - Solid Waste of Willits – Councilmembers Orenstein and Strong, along with City Manager Moore toured the Solid Waste facility, and are preparing to commence contract negotiations.
- l. Other Committee Reports – no further reports.

11. COUNCIL MEMBER REPORTS AND RECOMMENDATIONS

Establishment of an ad hoc committee to develop a groundwater management plan relative to the Little Lake aquifer.

BY ORDER OF THE MAYOR, a new Little Lake Aquifer Ad Hoc Committee is established, with Councilmembers Orenstein and Strong to assist in the development of a groundwater management plan.

Mayor Madrigal expressed interest in forming a marijuana dispensary ad hoc committee, with no action to meet until January 2015. Councilmember Orenstein and Mayor Madrigal agreed to serve on this committee (contingent upon the outcome of the upcoming election).

Councilmember Stranske expressed concern with traffic issues around Blosser Lane Elementary to Brookside Elementary Schools. Mayor Madrigal recommended calling the Willits Police Department to report any incidences. Councilmember Strong reminded the community of the upcoming 10th anniversary of Willits Economic Localization (WELL) celebration.

Public Comment: None.

12. ENACTMENT OF ORDINANCES

None presented.

13. GOOD & WELFARE

Mayor Madrigal reminded the community to attend the Willits High School Homecoming Game Friday, October 10th. Mayor Madrigal also reported touring the Little Lake Health Clinic and encouraged the community to utilize their facility for non-emergency services, noting that they are now open on Saturdays. City Manager Moore congratulated Police Officer Cydzik on his recent nuptials this past weekend.

ADJOURNED TO CLOSED SESSION AT 8:12 P.M.

14. CLOSED SESSION NOTICE

- a. Conference with Legal Counsel Pursuant to Government Code §54956.9 – Existing Litigation : Brooktrails Township Community Services District, a Public Agency vs. City of Willits, a General Law City; and DOES 1 through 100, Inclusive; Case No. SCUK CVG-1056037
- b. Conference with Labor Negotiators Pursuant to Government Code §54957.6 – Agency Negotiators : Rick Haeg and Brandi Burtness; Employee Organization(s): All
- c. Conference with Real Property Negotiators Pursuant to Government Code §54956.8 – Willits Justice Center, Located at 125 East Commercial Street, Willits, California 95490; Agency Negotiator: Adrienne Moore, City Manager, H. James Lance, City Attorney, and Gerardo Gonzales, Chief of Police; Negotiating Parties: County of Mendocino; Under Negotiation: Potential Acquisition, Price, and Terms.

Council reconvened to open session at 9:40 p.m., with no action to report from Closed Session.

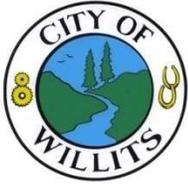
Moved by Stranske/seconded by Strong and carried unanimously to adjourn the meeting at 9:41 p.m.

HOLLY MADRIGAL, Mayor

ATTEST:

KIM LENSING, Acting Deputy City Clerk

COUNCIL MEETING RECORDINGS: City Council meetings are video recorded and broadcast live on the 2nd and 4th Wednesday of each month on Public Access Channel 3; rebroadcast on Saturday/Sunday at 5:00 p.m. on Government Channel 64. DVD's are available for check-out or may be purchased (with advance notice) for \$15.00 at City Hall.



Item No. **4b**

Meeting Date: **October 22, 2014**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: ADOPT RESOLUTION APPOINTING THE CITY MANAGER AS DIRECTOR AND THE FINANCE DIRECTOR AS ALTERNATE DIRECTOR TO THE REDWOOD EMPIRE MUNICIPAL INSURANCE FUND (REMIF) BOARD OF DIRECTORS

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

Summary of Request: The Redwood Empire Municipal Insurance Fund (REMIF) previously had seven founding member cities, which each had a voting member on the board, and eight associate member cities (including Willits) of which two voting members of the eight rotated every two years. In June, REMIF changed their governing body to include of one director from each of the 15 cities sitting on their Governing Board. Therefore, it is recommended that the City Manager and the Finance Director be appointed as Director and Alternate Director, respectively.

Policy issues facing the REMIF Board of Directors will be brought to the Council prior to any Board action to ensure Council's wishes are known and relayed to the REMIF Board.

Recommended Action: Adopt a resolution appointing the City Manager as Director and the Finance Director as Alternate Director to the Redwood Empire Municipal Fund (REMIF) to represent the City of Willits.

Alternative(s): Appoint a Councilmember instead of staff as Director and/or Alternate Director to the REMIF Board.

Fiscal Impact: None.

Personnel Impact: None.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2014-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS APPOINTING THE CITY MANAGER AS DIRECTOR AND THE FINANCE DIRECTOR AS THE ALTERNATE DIRECTOR TO THE REDWOOD EMPIRE MUNICIPAL INSURANCE FUND (REMIF) BOARD OF DIRECTORS AND RESCINDING ALL PREVIOUS APPOINTMENTS

WHEREAS, the City of Willits is a member of the Redwood Empire Municipal Insurance Fund (REMIF); and

WHEREAS, as a member of REMIF, the City of Willits is entitled to have representation ON the REMIF Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, that the City Manager is hereby appointed as Director and the Finance Director as Alternate Director to represent the City of Willits on REMIF's Board of Directors, and to serve at the pleasure of this Council;

BE IT FURTHER RESOLVED, that all appointments to the REMIF Board of Directors made prior to this Resolution are hereby rescinded.

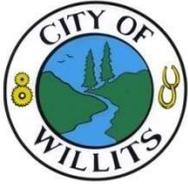
The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 22nd day of October, 2014, by the following vote:

AYES:
NOES:
ABSENT:

HOLLY MADRIGAL, Mayor
City Council of the City of Willits

ATTEST:

CATHY SANDERS
Deputy City Clerk



Item No. **4c**

Meeting Date: **October 22, 2014**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: ADOPT RESOLUTION APPOINTING THE FINANCE DIRECTOR TO CONCURRENTLY HOLD THE POSITION OF CITY TREASURER

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

Summary of Request: On November 3, 2009, the voters of the City of Willits passed Measure B, making the position of City Treasurer appointive rather than elective. On December 8, 2010, former Finance Director, was appointed City Treasurer. Rather than appoint a specific individual, it is recommended that the City Council formalize the practice that the Finance Director shall be appointed by the City Manager to concurrently hold the position of City Treasurer.

Recommended Action: Formalize the practice of Finance Director to concurrently hold the position of City Treasurer.

Alternative(s): None recommended.

Fiscal Impact: None.

Personnel Impact: None.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2014-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS APPOINTING THE FINANCE DIRECTOR TO CONCURRENTLY HOLD THE POSITION OF CITY TREASURER

WHEREAS, the appointment of the Finance Director to serve concurrently as the City Treasurer is the prevailing practice in California cities in ensuring effective and efficient financial operations; and

WHEREAS, it has been the City of Willits' practice since November 3, 2009, when the voters of the City of Willits passed Measure B making the position of City Treasurer appointive rather than elective, for the Finance Director, appointed by the City Manager, to concurrently hold the position of City Treasurer; and

WHEREAS, the City wants to formalize this practice as a standing City policy.

NOW, THEREFORE, be it resolved by the Council of the City of Willits as follows:

SECTION 1. The Finance Director appointed by the City Manager is hereby appointed to concurrently hold the position of City Treasurer.

SECTION 2. The Finance Director/City Treasurer is hereby authorized to sign all checks, drafts, wire transfers and other orders for and on behalf of the City for deposit, payment or investment in accordance with Government Code Section 53601.

SECTION 3. The Finance Director/City Treasurer is hereby authorized to delegate signature and representation authority to others in acting on her or his behalf as appropriate. Such delegation shall be in writing.

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 22nd day of October, 2014, by the following vote:

AYES:
NOES:
ABSENT:

HOLLY MADRIGAL, Mayor
City Council of the City of Willits

ATTEST:

CATHY SANDERS
Deputy City Clerk

ACCOUNTS PAYABLE SYSTEM
10/16/2014 17:39:10

Disbursements Journal

CITY OF WILLITS
GL540R-V07.24 PAGE 1

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
25189	10/10/14	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00	521385	141005		P N H	690.237
25190	10/10/14	AFLAC	4036 125 PLAN POLICY PRE	1,246.26	521386	987535		P N H	690.246
25191	10/10/14	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPANSATI	1,490.00	521387	141005		P N H	690.236
25192	10/10/14	MENDOCINO COUNTY	4396 EARNING WITHHOLDING O	286.49	521388	141005		P N H	690.233
25193	10/10/14	PERS	256 EMPLOYER CONTRIBUT	23,279.56	521389	141005		P N H	690.229
25193	10/10/14	PERS	256 EMPLOYEE CONTRIBUTI	7,520.97	521389	141005		P N H	690.230
				30,800.53	*CHECK TOTAL				
GENERAL CHECK FORM									
			TOTAL	34,173.28					

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25194	10/15/14	ACS	1432 MONTHLY NEW VISION	3,603.81	521374	1066720		P N W 100.1003.2041.000
25195	10/15/14	ADAM'S TIRE & AUTO S	225 USED TIRE	25.00	521269	141001		P M W 501.5013.2041.000
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	194.00	521243	4091784		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	254.00	521244	4091786		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	477.00	521245	4091959		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	108.00	521246	4092000		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	49.00	521247	4092051		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	334.00	521248	4092490		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	108.00	521249	4092576		P N W 501.5013.2041.000
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	49.00	521250	4092652		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	84.00	521251	4092909		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 SEWER TEST	414.00	521252	4092992		P N W 501.5013.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	160.00	521253	4090790		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521254	4090792		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521255	4091078		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	105.00	521256	4091168		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	160.00	521257	4091311		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521258	4091466		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	157.00	521259	4091554		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	105.00	521260	4092017		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521261	4092135		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	122.50	521262	4092164		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521263	4092270		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	157.00	521264	4092598		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	160.00	521265	4092743		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	105.00	521266	4092915		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521267	4092947		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 WATER TEST	55.00	521268	4092974		P N W 503.5033.2061.015
25196	10/15/14	ALPHA ANALYTICAL LAB	7 EMERG WATER LINE TE	2,062.00	521279	4092805		P N W 503.5031.4003.038
				5,749.50	*CHECK TOTAL			
25197	10/15/14	AT&T	4123 POLICE DEPT PHONE	583.81	521383	5807017		P N W 100.1020.2015.000
25197	10/15/14	AT&T	4123 PUBLIC WORKS	91.50	521383	5807017		P N W 100.1040.2015.000
25197	10/15/14	AT&T	4123 ENGINEERING	91.50	521383	5807017		P N W 100.1042.2015.000
25197	10/15/14	AT&T	4123 POOL	15.54	521383	5807017		P N W 100.1030.2015.000
25197	10/15/14	AT&T	4123 SEWER PLANT	101.39	521383	5807017		P N W 501.5013.2015.000
25197	10/15/14	AT&T	4123 WATER PLANT	66.66	521383	5807017		P N W 503.5030.2015.000
25197	10/15/14	AT&T	4123 AIRPORT	33.96	521383	5807017		P N W 500.5001.2110.000
25197	10/15/14	AT&T	4123 WCAC	32.06	521383	5807017		P N W 600.601
25197	10/15/14	AT&T	4123 4601-2-3 40%	381.38	521383	5807017		P N W 100.1002.2015.000
25197	10/15/14	AT&T	4123 24%	228.83	521383	5807017		P N W 265.2650.2015.000
25197	10/15/14	AT&T	4123 12%	114.42	521383	5807017		P N W 265.2650.2015.000
25197	10/15/14	AT&T	4123 12%	114.41	521383	5807017		P N W 100.1015.2015.000
25197	10/15/14	AT&T	4123 12%	114.41	521383	5807017		P N W 100.1010.2015.000
25197	10/15/14	AT&T	4123 PLANNING 9341 2/3	22.70	521383	5807017		P N W 265.2650.2015.000
25197	10/15/14	AT&T	4123 1/3	11.35	521383	5807017		P N W 100.1010.2015.000
				2,003.92	*CHECK TOTAL			

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25198	10/15/14	AUTO MART	AUTO REPAI	4791	VEHICLE REPAIRS #93	384.87	521270 17793	P M W 503.5031.2044.000
25198	10/15/14	AUTO MART	AUTO REPAI	4791	VEHICLE MAINT #113	387.60	521271 17833	P M W 501.5013.2041.000
						772.47	*CHECK TOTAL	
25199	10/15/14	BANK OF AMERICA		10	REMIF LODGING	464.49	521276 140918	P N W 100.1002.2105.000
25199	10/15/14	BANK OF AMERICA		10	RWQCB MEETING LUNCH	45.24	521276 140918	P N W 100.1002.2105.000
						509.73	*CHECK TOTAL	
25200	10/15/14	BOWERS/JOSH		4239	WEBSITE MAINT	334.75	521272 54	P M W 100.1002.2081.030
25201	10/15/14	BROOKTRAILS TOWNSHIP		491	AIRPORT WATER/SEWER	117.16	521277 CIT0001 9/2014	P N W 500.5001.2111.000
25202	10/15/14	BUD GARMAN CONSTRUCT		4769	EMERGENCY WATER LI 32,	354.60	521273 12-813	P M W 503.5031.4003.038
25202	10/15/14	BUD GARMAN CONSTRUCT		4769	EMERGENCY WATER LIN 7,	186.54	521274 12-826	P M W 503.5031.4003.038
25202	10/15/14	BUD GARMAN CONSTRUCT		4769	EMERGENCY WATER LI 10,	527.00	521275 12-825	P M W 503.5031.4003.038
						50,068.14	*CHECK TOTAL	
25203	10/15/14	BURTNESS/BRANDI		4376	CITY VEHICLE FUEL	45.91	521278 141009	P N W 100.1005.2105.000
25203	10/15/14	BURTNESS/BRANDI		4376	PER DIEM	11.47	521278 141009	P N W 100.1005.2105.000
						57.38	*CHECK TOTAL	
25204	10/15/14	CALIFORNIA ASSOCIATI		4543	MEMBERSHIP	125.00	521290 141013	P N W 100.1011.2050.000
25205	10/15/14	CALIFORNIA BUILDING		4318	BOARD STANDARD FEES	18.00	521291 141015	P N W 600.605
25206	10/15/14	CANON SOLUTIONS AMER		4784	COPIER MAINT	38.97	521287 4014031833	P N W 503.5033.2055.000
25206	10/15/14	CANON SOLUTIONS AMER		4784	COPIER LEASE	177.93	521288 14166535	P N W 100.1042.2095.000
25206	10/15/14	CANON SOLUTIONS AMER		4784	COPIER LEASE	177.93	521288 14166535	P N W 100.1040.2095.000
						394.83	*CHECK TOTAL	
25207	10/15/14	CHIEF SUPPLY CORP IN		2001	SANIZIDE GERMICIDAL	226.33	521296 127532	P M W 100.1022.2101.033
25207	10/15/14	CHIEF SUPPLY CORP IN		2001	SANIZIDE GERMICIDAL	31.96	521297 130981	P M W 100.1022.2101.033
						258.29	*CHECK TOTAL	
25208	10/15/14	CLEARLAKE LAVA INC		4151	DEICER	761.60	521289 77752	P N W 202.2020.2101.035
25209	10/15/14	CLEARLY MENDOCINO WA		4221	WATER-SEPTEMBER 2014	67.50	521295 140930	P M W 100.1020.2199.000
25210	10/15/14	CLEMENTI/MARK		1051	PRE-EMPLOYEMENT PHYSI	625.00	521298 41911	P M W 100.1005.2061.013
25211	10/15/14	COAST HARDWARE		31	JANITORIAL SUPPLIES	35.64	521280 C178526	P N W 501.5013.2041.000
25211	10/15/14	COAST HARDWARE		31	FASTENERS	21.55	521281 B375011	P N W 501.5015.2041.000
25211	10/15/14	COAST HARDWARE		31	MOP BUCKET/RINGER	100.55	521282 A321081	P N W 100.1022.2044.000
25211	10/15/14	COAST HARDWARE		31	RANGE SUPPLIES	25.91	521282 A321081	P N W 100.1022.2101.032
25211	10/15/14	COAST HARDWARE		31	VEHIVLE SUPPLIES	45.48	521283 A321120	P N W 100.1022.2044.000
25211	10/15/14	COAST HARDWARE		31	VEHICLE MAINT	39.43	521284 B374798	P N W 100.1022.2044.000
						268.56	*CHECK TOTAL	

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25212	10/15/14	COMCAST	4575 CITY HALL INTERNET	123.90	521380	141004		P N W 100.1003.2041.000
25213	10/15/14	COMPUTER WORKS OF UK	4230 IT SERVICES	10.00	521293	3354		P M W 100.1003.2041.000
25213	10/15/14	COMPUTER WORKS OF UK	4230 CITY HALL IT SERVICES	355.42	521294	3421		P M W 100.1003.2041.000
25213	10/15/14	COMPUTER WORKS OF UK	4230 PUBLIC WORKS IT SERVI	124.01	521294	3421		P M W 100.1040.2081.030
25213	10/15/14	COMPUTER WORKS OF UK	4230 ENGINEERING IT SERVIC	124.01	521294	3421		P M W 100.1042.2081.030
				613.44	*CHECK TOTAL			
25214	10/15/14	COUNTY OF MENDOCINO	197 COURT/STATE FEE PARKIN	37.50	521299	140930		P N W 100.1020.2081.030
25215	10/15/14	COUNTY OF MENDOCINO	4133 MO SVC AGREE SEPT 201	660.00	521301	20149-2		P N W 100.1020.2081.030
25215	10/15/14	COUNTY OF MENDOCINO	4133 HOURLY SUPPORT SEPT 2	350.79	521301	20149-2		P N W 100.1020.2081.030
25215	10/15/14	COUNTY OF MENDOCINO	4133 SERVICE CREDIT	250.00CR	521301	20149-2		P N W 100.1020.2081.030
				760.79	*CHECK TOTAL			
25216	10/15/14	COUNTY OF MENDOCINO	4440 HEP VACCINATION	14.00	521286	2377		P N W 100.1005.2061.013
25217	10/15/14	CREATIVE FORMS & CON	4005 PAYROLL CHECKS	294.19	521375	113094		P N W 100.1003.2055.000
25218	10/15/14	CREDIT BUREAU OF UKI	34 APPLICANT CREDIT REPOR	15.00	521300	140930		P N W 100.1005.2061.013
25219	10/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	211.93	521285	140930		P N W 100.1002.2055.000
25219	10/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	80.16	521285	140930		P N W 100.1005.2055.000
25219	10/15/14	CURRY'S DISCOUNT INC	4198 REPLACEMENT KEY	12.98	521285	140930		P N W 100.1005.2055.000
25219	10/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	79.17	521285	140930		P N W 100.1042.2055.000
25219	10/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	93.23	521285	140930		P N W 501.5010.2041.000
25219	10/15/14	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	66.06	521285	140930		P N W 501.5015.2041.000
25219	10/15/14	CURRY'S DISCOUNT INC	4198 INVESTIGATION SUPPLIE	138.77	521285	140930		P N W 100.1022.2101.031
25219	10/15/14	CURRY'S DISCOUNT INC	4198 TONER/PAPER/FOLDERS	569.86	521285	140930		P N W 100.1020.2055.000
				1,252.16	*CHECK TOTAL			
25220	10/15/14	DEEP VALLEY SECURITY	40 POLICE ALRAM SYS OCT2	140.00	521302	266101		P N W 100.1020.2081.030
25220	10/15/14	DEEP VALLEY SECURITY	40 SECURITY	43.95	521303	266288		P N W 100.1041.2081.030
25220	10/15/14	DEEP VALLEY SECURITY	40 SECURITY	43.95	521303	266288		P N W 100.1042.2081.030
				227.90	*CHECK TOTAL			
25221	10/15/14	DEZURIK	4922 WATER PLANT SUPPLIES	462.74	521306	933506		P N W 503.5033.2041.000
25222	10/15/14	DIV. OF THE STATE AR	4796 DISABILITY ACCESS & ED	48.10	521305	141015		P N W 600.614
25223	10/15/14	DLT SOLUTIONS INC	4264 SOFTWARE SUBSCRIPTI	4,152.26	521304	4374520A		P N W 100.1042.2041.000
25224	10/15/14	EBA ENGINEERING INC	3985 2014 QTRLY MONITORI	3,276.95	521310	26737		P N W 201.2011.2081.030
25225	10/15/14	EEL RIVER FUELS	28 FUEL	1,036.97	521308	334762		P N W 100.125
25225	10/15/14	EEL RIVER FUELS	28 DIESEL FUEL	106.20	521309	334783		P N W 100.126
25225	10/15/14	EEL RIVER FUELS	28 DYED DIESEL FUEL	1,215.39	521377	335832		P N W 501.5013.2044.000
25225	10/15/14	EEL RIVER FUELS	28 DIESEL FUEL	298.02	521378	335823		P N W 100.126

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25225	10/15/14	EEL RIVER FUELS	28 FUEL	948.56	521379	335819		P N W 100.125
				3,605.14	*CHECK TOTAL			
25226	10/15/14	EUREKA OXEGYN CO.	4492 FIRE EXT MAINT	121.62	521311	410749		P N W 100.1020.2041.000
25227	10/15/14	FISHER WIRELESS	4105 PD RADIO MAINT NOV	1,266.30	521312	1448		P N W 100.1020.2041.000
25228	10/15/14	FRYMAN SEPTIC TANK S	56 PORTABLE TOILET RENTA	128.13	521313	275601		P M W 201.2012.2101.045
25229	10/15/14	GHD INC.	4697 ENG & REGULATORY AS	1,276.82	521314	85741		P M W 100.1004.2081.030
25229	10/15/14	GHD INC.	4697 EMERG WTR LINR HYD	10,303.50	521315	83562		P M W 503.5031.4003.038
				11,580.32	*CHECK TOTAL			
25230	10/15/14	GOLDEN STATE OVERNIG	4728 EVIDENCE SHIPPING	13.29	521316	2649263		P N W 100.1022.2101.031
25231	10/15/14	GRAINGER	173 UNIFORMS	413.06	521317	9549926419		P M W 201.2011.2101.045
25231	10/15/14	GRAINGER	173 MISC EQUIPMENT	10.25	521318	9554942590		P M W 213.2133.2101.045
				423.31	*CHECK TOTAL			
25232	10/15/14	HOUSE DOCTOR PAINT S	281 PAINT SUPPLIES	12.94	521319	7491		P N W 202.2020.2101.045
25233	10/15/14	INTERSTATE BATTERIES	206 SURVEY SUPPLIES	96.72	521320	336492		P N W 100.1042.2041.000
25234	10/15/14	JDS	4324 PARKING CITATION ADMI	100.00	521322	4786		P N W 100.1020.2081.030
25235	10/15/14	JENSEN INSTRUMENT CO	4924 HF SCIENTIFIC CUVETTE	348.18	521321	15484		P N W 501.5013.2041.000
25236	10/15/14	KILLION/FRED	4607 CITY HALL JANITORIAL	800.00	521323	141006		P M W 100.1016.2061.020
25237	10/15/14	L.N. CURTIS & SONS	4716 BALLISTIC VESTS	1,435.90	521324	1325386-00		P N W 100.1022.2101.033
25238	10/15/14	LANCE/JAMES H.	4054 RIVER WATCH LEGAL SVC	240.00	521327	3073		P M W 100.1004.2081.030
25238	10/15/14	LANCE/JAMES H.	4054 BROOKTRAILS LEGAL	1,540.00	521328	3072		P M W 501.5017.6001.000
25238	10/15/14	LANCE/JAMES H.	4054 LEGAL SERVICES	5,760.00	521329	3071		P M W 100.1004.2081.030
				7,540.00	*CHECK TOTAL			
25239	10/15/14	LES SCHWAB TIRES INC	4015 VEHICLE MAINT UNIT 244	68.76	521325	63700071231		P N W 100.1022.2044.000
25239	10/15/14	LES SCHWAB TIRES INC	4015 VEHICLE MAINT UNIT 24	197.80	521326	63700071425		P N W 100.1022.2044.000
				266.56	*CHECK TOTAL			
25240	10/15/14	LINCOLN AQUATICS	4106 POOL MAINT	792.27	521330	SI250698		P N W 100.1030.2041.000
25241	10/15/14	LITTLE LAKE AUTO PAR	46 EQUIP MAINT	162.79	521331	140930		P M W 100.1041.2041.000
25241	10/15/14	LITTLE LAKE AUTO PAR	46 AUTO MAINT SUPPLIES	412.88	521331	140930		P M W 501.5011.2041.000
25241	10/15/14	LITTLE LAKE AUTO PAR	46 AUTO MAINT SUPPLIES	4.31	521331	140930		P M W 503.5031.2041.000
25241	10/15/14	LITTLE LAKE AUTO PAR	46 EMERG WATER LINE	38.75	521331	140930		P M W 503.5031.4003.038
25241	10/15/14	LITTLE LAKE AUTO PAR	46 EQUIP MAINT	39.50	521331	140930		P M W 201.2011.2041.000
25241	10/15/14	LITTLE LAKE AUTO PAR	46 POOL MAINT SUPPLIES	33.15	521331	140930		P M W 100.1030.2041.000
				691.38	*CHECK TOTAL			

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25242	10/15/14	MACAMERGIN PRESS	4923 WCAC IT SERVICES	122.50	521337	663522		P N W 600.601
25243	10/15/14	MATHESON TRI-GAS INC	4194 OXYACETYLENE LEASE	233.10	521332	9968800		P N W 100.1041.2101.045
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	26.37	521333	140930		P N W 100.1011.2101.045
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	132.90	521333	140930		P N W 100.1016.2045.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	19.80	521333	140930		P N W 100.1030.2041.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	25.93	521333	140930		P N W 100.1040.2081.030
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	36.31	521333	140930		P N W 100.1041.2101.033
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	13.61	521333	140930		P N W 100.1041.2101.045
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	9.66	521333	140930		P N W 100.1042.2041.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	9.08	521333	140930		P N W 100.1042.2101.045
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	193.54	521333	140930		P N W 100.1050.2101.045
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	88.87	521333	140930		P N W 100.1050.2045.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	29.26	521333	140930		P N W 201.2011.2101.045
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	37.11	521333	140930		P N W 202.2020.2101.035
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	2.62	521333	140930		P N W 213.2133.2041.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	57.10	521333	140930		P N W 501.5011.2041.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	394.25	521333	140930		P N W 501.5013.2041.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	90.74	521333	140930		P N W 503.5031.2101.035
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	133.36	521333	140930		P N W 503.5031.2041.000
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	138.21	521333	140930		P N W 503.5031.4003.038
25244	10/15/14	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	72.63	521333	140930		P N W 503.5033.2041.000
				1,511.35	*CHECK TOTAL			
25245	10/15/14	MENDOCINO COUNTY FAR	52 EMERG WATER LINE	147.99	521334	K05447		P N W 503.5031.4003.038
25245	10/15/14	MENDOCINO COUNTY FAR	52 WETLANDS FENCING	96.23	521334	K05447		P N W 501.5013.2045.000
25245	10/15/14	MENDOCINO COUNTY FAR	52 CREDIT RETURN	20.52CR	521335	K05449		P N W 503.5031.4003.038
25245	10/15/14	MENDOCINO COUNTY FAR	52 COPPER SULFATE	11,365.24	521336	405003		P N W 503.5033.2101.034
25245	10/15/14	MENDOCINO COUNTY FAR	52 WATER PLANT CHEMICA	5,682.62	521384	405004		P N W 503.5033.2101.034
				17,271.56	*CHECK TOTAL			
25246	10/15/14	NEW TREND ELECTRONIC	1443 16' USB CABLE	40.00	521339	10152398		P N W 503.5033.2041.000
25247	10/15/14	NICKOLAUS & HAEG, LL	4432 LABOR NEDOTIATIONS	2,700.00	521340	140930		P M W 100.1005.2081.030
25248	10/15/14	NOR-CAL RECYCLED ROC	4067 CONCRETE	180.00	521338	8814		P N W 202.2020.2101.035
25249	10/15/14	ON BASE LEADERSHIP	.09314 MISSION STATEMENT P	3,900.00	521341	140926		P N W 651.6510.2199.000
25250	10/15/14	P G & E COMPANY	114 CITY HALL	1,744.09	521342	140926		P N W 100.1016.2110.000
25250	10/15/14	P G & E COMPANY	114 PD RADIO	9.86	521342	140926		P N W 100.1020.2110.000
25250	10/15/14	P G & E COMPANY	114 PUBLIC WORKS	365.63	521342	140926		P N W 100.1040.2110.000
25250	10/15/14	P G & E COMPANY	114 ENGINEERING	105.16	521342	140926		P N W 100.1042.2110.000
25250	10/15/14	P G & E COMPANY	114 PARKS	1,521.90	521342	140926		P N W 100.1050.2110.000
25250	10/15/14	P G & E COMPANY	114 STREET LIGHTS	5,446.08	521342	140926		P N W 201.2010.2110.000
25250	10/15/14	P G & E COMPANY	114 AIRPORT	260.98	521342	140926		P N W 500.5001.2110.000
25250	10/15/14	P G & E COMPANY	114 SEWER PLANT COLLECTION	49.37	521342	140926		P N W 501.5011.2110.000
25250	10/15/14	P G & E COMPANY	114 SEWER	18,759.67	521342	140926		P N W 501.5013.2110.000
25250	10/15/14	P G & E COMPANY	114 WATER	1,877.64	521342	140926		P N W 503.5033.2110.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
		GENERAL CHECK FORM		30,140.38		*CHECK TOTAL		
25251	10/15/14	PERPETUAL ENERGY SYS	4254 WATER PLANT SOLAR	21,134.50	521348	WIL-1409		P N W 503.5033.2110.000
25252	10/15/14	PETERSON	208 VEHICLE MAINT 185	634.76	521344	SW060019471		P M W 100.1041.2041.000
25252	10/15/14	PETERSON	208 EQUIP MAINT	102.17	521345	PC060120044		P M W 201.2011.2041.000
				736.93		*CHECK TOTAL		
25253	10/15/14	PETTY CASH	123 PW MEETING REFRESHMENT	80.00	521346	141003		P N W 100.1040.2055.000
25254	10/15/14	PRINTING PLUS	127 POSTERS/POSTCARDS	83.23	521343	2261		P M W 600.601
25255	10/15/14	PUBLIC SAFETY	4568 TUITION	110.00	521347	16705		P M W 100.1020.2106.000
25256	10/15/14	R E M I F	135 2ND QTR WC PREMIUM	43,792.50	521351	141007		P N W 690.228
25256	10/15/14	R E M I F	135 DENTAL INS PREMIUM	5,250.00	521352	141101		P N W 690.231
25256	10/15/14	R E M I F	135 VISION INS PREMIUM	907.50	521352	141101		P N W 690.231
25256	10/15/14	R E M I F	135 EAP INS PREMIUM	232.56	521352	141101		P N W 690.231
25256	10/15/14	R E M I F	135 LIFE INS PREMIUM	484.09	521352	141101		P N W 690.231
				50,666.65		*CHECK TOTAL		
25257	10/15/14	R J RICCIARDI INC	4153 AUDIT SERVICES	1,675.00	521353	8762		P N W 100.1003.2081.030
25258	10/15/14	RAMSEY/DAN	4773 AIRPORT MOWER BATTERY	86.81	521354	141001		P N W 500.5001.2041.000
25258	10/15/14	RAMSEY/DAN	4773 AIRPORT MGMT SVCS S	1,833.00	521354	141001		P M W 500.5001.2081.030
				1,919.81		*CHECK TOTAL		
25259	10/15/14	REDWOOD TOXICOLOGY I	291 LAB SCREENING SEPT 201	26.25	521349	193020149		P N W 100.1020.2061.014
25260	10/15/14	RENTAL GUYS CHICO	4495 EQUIP MAINT	155.83	521350	537903-2		P N W 201.2011.2041.000
25261	10/15/14	SIERRA CHEMICAL CO.	4330 WATER PLANT CHEMICA	1,811.17	521359	SLS 10012898		P N W 503.5033.2101.034
25262	10/15/14	SILVA SEPTIC SERVICE	4577 PORT RESTROOM RENTAL	210.84	521357	57389		P N W 501.5013.2041.000
25263	10/15/14	SOLID WASTE OF WILLI	330 BIN SERVICE	216.02	521360	140930		P M W 501.5013.2199.000
25263	10/15/14	SOLID WASTE OF WILLI	330 WCAC BIN SERVICE	106.89	521361	140930		P M W 600.601
				322.91		*CHECK TOTAL		
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	27.00	521356	141007		P N W 100.1003.2041.000
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	80.00	521356	141007		P N W 100.1020.2055.000
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	18.00	521356	141007		P N W 100.1030.2101.045
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	27.00	521356	141007		P N W 100.1050.2045.000
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	15.00	521356	141007		P N W 500.5001.2045.000
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	83.00	521356	141007		P N W 501.5013.2041.000
25264	10/15/14	STATE BOARD OF EQUAL	4317 USE TAX	348.00	521356	141007		P N W 503.5031.4003.038
				598.00		*CHECK TOTAL		

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
25265	10/15/14	STATE DEPT OF CONSER	275 SMIP FEES	141.36	521292	140930		P N W 600.607
25266	10/15/14	STATE OF CALIFORNIA	843 DUI ANALYSIS SEPT 201	245.00	521358	62584		P N W 100.1020.2061.014
25267	10/15/14	STRATEGIES BY DESIGN	.09315 BETTER BOARD/B. WILLEN	50.00	521355	141014		P N W 600.601
25268	10/15/14	THOMSON REUTERS - WE	4122 LEGAL UPDATES	404.42	521381	830440067		P N W 100.1004.2050.000
25269	10/15/14	TOSHIBA	4263 CITY HALL COPIER USE	475.37	521382	263526865		P N W 100.1002.2095.000
25269	10/15/14	TOSHIBA	4263 PLANNING COPIER USE	33.52	521382	263526865		P N W 100.1010.2055.000
25269	10/15/14	TOSHIBA	4263 CODE ENF COPIER USE	33.52	521382	263526865		P N W 100.1011.2055.000
25269	10/15/14	TOSHIBA	4263 BUILDING DEPT COPIER U	33.52	521382	263526865		P N W 100.1015.2055.000
25269	10/15/14	TOSHIBA	4263 SA COPIER USE	33.52	521382	263526865		P N W 265.2650.2055.000
				609.45	*CHECK TOTAL			
25270	10/15/14	TRIPP/BRANDON	4925 MILEAGE WK 1	97.83	521362	141013		P N W 100.1020.2106.000
25270	10/15/14	TRIPP/BRANDON	4925 MILEAGE WK 2	95.42	521362	141013		P N W 100.1020.2106.000
25270	10/15/14	TRIPP/BRANDON	4925 MILEAGE WK 3	98.67	521362	141013		P N W 100.1020.2106.000
25270	10/15/14	TRIPP/BRANDON	4925 PARKING PERMIT	15.00	521362	141013		P N W 100.1020.2106.000
				306.92	*CHECK TOTAL			
25271	10/15/14	UTILITY SUPPLY OF AM	3997 SEWER PLANT SUPPLIES	360.36	521363	459744		P N W 501.5013.2101.034
25271	10/15/14	UTILITY SUPPLY OF AM	3997 UTILTIY FUNNEL	11.87	521364	459308		P N W 501.5013.2101.034
				372.23	*CHECK TOTAL			
25272	10/15/14	WESTAMERICA BANK	4161 PRINCIPAL	3,910.05	521369	52601054		P N W 501.5011.3001.000
25272	10/15/14	WESTAMERICA BANK	4161 INTEREST	400.74	521369	52601054		P N W 501.5011.3002.000
				4,310.79	*CHECK TOTAL			
25273	10/15/14	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	20.00	521365	141010		P N W 690.248
25274	10/15/14	WILLITS NEWS	179 WATER RATE NOTICE	65.36	521366	5306715		P N W 503.5030.2091.000
25275	10/15/14	WILLITS ONLINE LLC	4108 SEWER PLANT INTERNET	189.00	521376	397353		P N W 501.5013.2015.000
25276	10/15/14	WILLITS POWER	1245 EQUIP MAINT	46.04	521371	281930		P M W 100.1041.2041.000
25276	10/15/14	WILLITS POWER	1245 EQUIP MAINT	214.90	521372	282285		P M W 100.1050.2041.000
25276	10/15/14	WILLITS POWER	1245 EQUIP MAINT	214.90	521372	282285		P M W 201.2012.2041.000
25276	10/15/14	WILLITS POWER	1245 EQUIP MAINT	41.20	521373	282286		P M W 201.2011.2041.000
				517.04	*CHECK TOTAL			
25277	10/15/14	WILLITS RENTAL CENTE	4100 VEHICLE MAINT UNIT	251 99.63	521367	361501		P N W 100.1022.2044.000
25277	10/15/14	WILLITS RENTAL CENTE	4100 VEHICLE MAINT 242	896.68	521368	361503		P N W 100.1022.2044.000
				996.31	*CHECK TOTAL			
25278	10/15/14	WYATT IRRIGATION SUP	729 BULIDING MAINT	1,068.24	521370	285294		P N W 100.1050.2045.000
GENERAL CHECK FORM			TOTAL	251,187.76				

**WILLITS BYPASS PROJECT
2014 CONSTRUCTION SEASON
OCTOBER 2014 UPDATE**

The following is a summary of the construction activities that have been completed up to October 17, 2014 (Refer to Attachment No. 1 for Project Map).

- **Contractor has completed approximately 50% of the work.**

Southern Segment (Beginning of Project to Center Valley Road) – STA "A" 96+00 to 149+00 (3.3 miles):

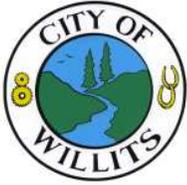
- Rock blanket on excavated slopes (U1 slope) is complete.
- Construction of crossover detour for northbound freeway traffic to U1 line is complete.
- Haehl Creek realignment and fish passage improvement work is complete.
- 101/20 Separation and Haehl Creek Bridges foundations are complete, abutments are complete, 101/20 superstructures anticipate November 2014 completion. Due to short work window and temporary suspension of Corps permit in June 2014, work on Haehl Creek Bridges is suspended and will resume next June 2015 and be complete in October 2015.
- Northbound onramp E20/N101 Connector Bridge is complete, except for concrete barrier rails.
- North Haehl Creek Bridge is complete, work on approaches is suspended until spring 2015.
- Pond relocation at Rutledge property is complete.
- Baechtel Creek retaining wall is complete, backfill and embankment will be completed in 2015.
- Embankment between Haehl Creek and Center Valley Road started, but is suspended until 2015.
- Erosion control is being installed at all locations.

Floodway Viaduct - STA "A" 149+00 to 167+50 (1.2 miles):

- Frames 1 - 5 superstructure work is ongoing, four large concrete pours have occurred, four more plus hinge closure pours are needed before falsework can be removed. Completion in 2014 will be dependent on fair weather.
- In Frame 6 - 8 (Bents 24 - 34) all footing and columns will be completed in October 2014. Falsework for Frame 6 is in progress and will suspend for wet conditions. Construction of the superstructure will resume in the spring 2015.
- City of Willits and Caltrans continue to coordinate work near WWTP facilities.

North Segment (Viaduct to End of Project – STA "A" 167+50 to 191+10 (1.5 miles):

- Work in Upp Creek is suspended until June 2015.
- Utility relocation work is ongoing.
- Construction of embankment from MFP borrow site is suspended until spring 2015 due to weather.
- Erosion control is being placed at all locations.



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Manager

Agenda Title: DISCUSSION AND POSSIBLE APPROVAL OF CONTRIBUTION TO THE LEADERSHIP MENDOCINO PROGRAM, IN THE AMOUNT OF \$1,000

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

Summary of Request: We have received a request (*see attached*) from Leadership Mendocino (LM) for a \$1,000 contribution to sponsor program and class days for the 2014-2015 Program. Further, the County of Mendocino has agreed to double the contribution made all cities in the county.

LM is a community leadership program, under the umbrella of North Coast Opportunities (NCO), which offers a nine-month training program annually to participants across Mendocino County. Their objective is to encourage civic engagement, community involvement and offer a leadership skills assessment and training that helps everyone hone their leadership abilities. LM's mission is to identify and develop a diverse group of community leaders who will help create a spirit of county-wide cooperation and commitment for the resolution of current and future community issues.

Since its founding in 1992, LM has graduated more than 500 participants through its program, representing more than 100 different businesses, organizations and agencies from the public, private and non-profit sectors who feel as strongly about building leaders from within. Leadership Mendocino is open to anyone who lives or works in Mendocino County and is interested in expanding their vision of Mendocino county, its issues and its resources. Participants have the opportunity to build important network connections, travel to hidden corners of the county and take part in shaping our local future.

Local alumni include Mayor Madrigal, past City Councilmembers, past and present managers (including yours truly), and numerous leaders in the Willits community. Developing a county-wide and regional perspective, as well as long-term networking is invaluable. To that end, this City Manager is desirous of continued participation in this valuable program by current and future Councilmembers and City personnel.

Recommended Action: Approve \$1,000 sponsorship to Leadership Mendocino for the 2014-2015 Program.

Alternative(s): Determine a different contribution amount or do not make a contribution at all.

Fiscal Impact: Transfer \$1,000 from Fund 1097 (Contingency) to Fund 1070 (Community Services).

Personnel Impact: None.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

LEADERSHIP MENDOCINO

August 26, 2014

RECEIVED
SEP 2 2014
CITY OF WILLITS

LM Steering Committee
Matisse Knight, LM XVII
Chair
Lucas Boek LMXVI
Fetzer Vineyards
Noreen Carnahan LMI
Retired
Glenna Blake LMIV
Mendo Transit Authority
Alison Glassey
Mendo Co. Museum
Richard Strom LM XVIII
Visit Mendocino
Ruth Valenzuela LMXVI
Asm. Wesley Chesbro
Vicky Watts LM XIX
KOZT
Carolyn Welch LMVII
North Coast Opportunities
Alyssum Wier LMXIX
*Arts Council of
Mendocino County*
Heidi Dickerson
LM Director

Adrienne Moore, LMXIX
City of Willits
111 East Commercial St.
Willits, CA 95459

Dear Adrienne,

On behalf of Leadership Mendocino I am writing with an exciting challenge and opportunity. We have a partnership challenge by Mendocino County, which will double your city's contribution of \$1,000 for programs and class days for 2014-2015. Partnerships with the cities and the county are important to raise local awareness and involvement of local issues in these challenging times.

Leadership Mendocino will be in Willits on December 12 with the 33 members of Class XXII. We will be in contact soon to get your input into planning the Health class day. We are excited as we elevate the program visibility, while strengthening civic responsibility and increasing networking and mentoring opportunities. We are committed to the longevity of LM by creating a more interactive supporting alumni and financial stability that carries the program over a three-five year plan each budget cycle.

You will be impressed with the high caliber of commitment to our county and leadership experience of the 33 members of Class XXII. Enclosed is a page of data that gives more information on this year's class.

Importantly, we want to be sure that you are aware of the impact of your sponsorship. In addition to your logo appearing on our website and other class materials, a new newsletter, educational programs and a Youth Leadership program in conjunction with other groups in the county are on deck for this coming year.

Leadership Mendocino plays a role in building a healthy future for Mendocino County. We understand that you are investing in the program because you believe that this work is important and worthwhile. Thank you for considering a sponsorship to Leadership Mendocino 2014-15 and doubling your money. Please call me if you have any questions.

Respectfully,



Heidi Dickerson, Director



314 North Main Street
Ukiah, CA 95482
707-467-3230
lm@pacific.net
Leadershipmendocino.org



2014-2015 + **SPONSORSHIP LEVELS** Non Profit TAX ID: 94-1671958

I will sponsor Leadership Mendocino at the following level... Please be sure to email your logo to lm@ncoinc.org

CIRCLE OF LEADERS \$ _____ annually for 3 years (\$2000 minimum)

- Includes:
- Reception with class members*
- Invitation to graduation*
- Name and/or Business Logo on website & printed materials including letterhead*
- Special recognition plaque or other suitable memento*

ANNUAL PROGRAM SUPPORT \$ _____ (\$1500 +)

- Includes:
- Name and/or Business Logo on website & printed materials*
- Invitation to graduation*

CLASS DAY SUPPORT \$ _____ (\$500)

- Includes:
- Name and Logo on class day materials*
- Sharing of ideas/resources for the class day*

****Please choose which day(s) you would like to sponsor:**

Natural Resources; Agriculture; Business; Health; Govt; Arts & Tourism; Education

SCHOLARSHIPS \$1000. \$500 Other amount _____

Optional: Criteria for scholarship award _____

Other LM Donation \$ _____

NAME: _____ PHONE: _____

BUSINESS _____

ADDRESS: _____

EMAIL: _____

Please remit to: **Leadership Mendocino**, 413 North State Street, Ukiah, CA 95482
707-467-3230; lm@pacific.net

Leadership Mendocino Class XXII 2014-2015 Program Calendar

<p><u>August, 2014</u> 22nd: Class XXII Reception & Orientation Mendocino County Museum</p>	<p><u>January, 2015</u> 23rd: Business, Financial Institutions Class Day Ukiah area</p>
<p><u>September, 2014</u> 20th: LPI Assessment information due 26th – 27th: Class XXII Overnight Retreat Rivers Bend Retreat, Philo</p>	<p><u>February, 2015</u> 27th: Education Class Day Fort Bragg</p>
<p><u>October, 2014</u> 24th: Natural Resources Class Day South Coast Point Arena & TBD Gualala</p>	<p><u>March, 2015</u> 27th: Agriculture Class Day TBD: Hopland and Anderson Valley</p>
<p><u>November, 2014</u> 21st: Government, , Emergency Services Class Day Ukiah</p>	<p><u>April, 2015</u> 17th: Round Valley Class Day Covelo</p>
<p><u>December, 2014</u> 12th: Health, Disaster Training, etc. Class Day Willits</p>	<p><u>May, 2015</u> 8th: Arts & Tourism Class Day Mendocino</p>
	<p><u>June, 2015</u> 4th: Class XXII Graduation –Location TBD & Sponsor Recognition 30th: Class XXIII Application Deadline</p>

LM Class XXII

Community	Ukiah	Fort Bragg	Redwood Vly	Hopland	Covelo	Laytonville	Albion	Talmage	Yorkville
33	15	5	5	3	3	1	1	1	1

Employment	Business sector	Non-Profit	Health Care	County	Wine Industry	Entrepreneur	Education	Banking	County Promo
overlap due to multiple act	11	7	3	4	4	3	2	1	2

Occupations

natural resources	Trout Unlimited
vineyard mgr	Fetzer Vineyards
exec secty, non profit	NCO
tourism promotion	Visit Mendocino
Hospitality	Little River Inn
food, nutrition	NCO
accounting non-profit	NCO
education	MCOE
bookkeeping	Wylatti Resource Management
founder	Common Vision
restaurateur	Patrona
visitor services	MAPA
deputy tax collector	Mendocino County
animal control officer	Mendocino County Sheriff
hospitality event coordinator	Little River Inn
advertising, private co	CAN Cooperative Media
health safety coordinator	Fetzer Vineyards
retired (social worker)	
health care	UVMC
nonprofit marketing	Mendocino County Museum

Employers

event manager	Mendocino Coast Hospital Foundation
Deputy Sheriff/Coroner	Mendocino County Sheriff
nonprofit marketing	Mendocino WineGrowers, Inc.
landscaping, theater	Down to Earth Landscaping
Attorney	Cater, Momsen & Knight, PC
auto mechanic	Alliance Auto Service
winery owner	Husch Vineyards
non profit exec director	Ukiah Senior Center
admissions & enrollment	Mendocino College
Mentor/counselor	self Passage to Manhood
engineer, geology, planning	LACO Associates
hospital administrator	UVMC
lending banking	Savings Bank of Mendocino