

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

**WILLITS CITY COUNCIL
AGENDA
SEPTEMBER 9, 2015 ♦ 6:30 P.M. ♦ COUNCIL CHAMBERS**

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call
2. **PUBLIC COMMUNICATIONS**
Council welcomes participation in its meetings. Comments shall be limited to three (3) minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the Council on the same subject matter, the Mayor may request that a spokesperson be chosen by the group. This item is limited to matters under the jurisdiction of the City Council which are not on the posted agenda. Public criticism of the City Council, Commission, Boards and Agencies will not be prohibited. No action shall be taken.
3. **PUBLIC MATTERS**
 - a. Presentation of Proclamation Recognizing National Day of Service and Remembrance and Commemorating Patriot Day – September 11, 2015
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:
 - June 10, 2015
 - July 22, 2015
 - August 12, 2015
 - August 26, 2015
5. **INFORMATIONAL REPORTS**
Matters that do no require action by the City Council but are of public interest.
 - a. Disbursements Journal(s):
 - Warrant Nos. 27034-27041, Totaling 135,679.43
 - Warrant Nos. 27042-27118, Totaling \$575,383.01
 - b. Building Inspection Activity Report(s) – August 2015
 - c. Business License Activity Report(s) – August 2015
 - d. Alcohol License Application(s) to ABC:
 - Szechuan Asian Restaurant – 47 E. Mendocino Avenue
 - e. Water Usage/Revenue Chart
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.
 - a. **SITTING AS THE SUCCESSOR AGENCY** – Discussion and Possible Adoption of Resolution to Approve the Recognized Obligation Payment Schedule 2015-16B for the Period from January, 2016 through June, 2016

8. CITY MANAGER REPORTS AND RECOMMENDATIONS

- a. Verbal Reports – No Action

9. DEPARTMENT RECOMMENDATIONS

- a. Administration (City Clerk, Finance, Human Resources, Legal)
- b. Public Safety
- c. Community Development
 - (1) Discussion and Possible Action Regarding Request for Removal of Lien Placed on 251 Laurel Street in Willits, California (APN 006-022-20)
- d. Public Works & Engineering
 - (1) Adopt Resolution Accepting the Construction Completion of the Humboldt Street and Vicinity Rehabilitation Project, Phase II, Contract No. 2015-01, and Authorizing the Filing of the Notice of Completion
 - (2) Update on the City's Emergency Water Supply Project
- 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
 - Willits Center for the Arts
- 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: People of the State of California and the City of Willits v. Remco Hydraulics, Inc., et al. (United States District Court – Northern District of California, Case No. C-96-6283 SI 12/22/2000)
- b. Conference with Legal Counsel Pursuant to Government Code §54956.9b – Anticipated Litigation: Exposure to Litigation

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 4th day of September, 2015.
Cathy Moorhead, City Clerk*

PROCLAMATION

A PROCLAMATION OF THE WILLITS CITY COUNCIL RECOGNIZING THE NATIONAL DAY OF SERVICE AND REMEMBRANCE AND COMMEMORATING PATRIOT DAY “A DAY TO REMEMBER – SEPTEMBER 11, 2001”

WHEREAS, the terrorist attacks sustained by the United States on September 11, 2001 will live forever in the memory of all Americans; and

WHEREAS, the tragic loss of 3,016 lives on that day in New York City, at the Pentagon, and in Pennsylvania must never be forgotten; and

WHEREAS, many emergency service workers sacrificed their lives in a courageous effort to save the men, women and children who were innocent victims of this act of terrorism; and

WHEREAS, nations around the world must work together to address global terrorism so that all citizens of the world may live free of fear; and

WHEREAS, an appropriate way to commemorate those who lost their lives in the terrorists attacks of September 11, 2001 is through the annual celebration of their living including promoting global peace and goodwill, demonstrating resolve to eradicate terrorism, advancing responsible citizenship, encouraging patriotism and love of country, and honoring the courage of the human spirit.

NOW, THEREFORE, I, Ron Orenstein, Vice Mayor of the City of Willits, do hereby proclaim September 11, 2015 as Patriot Day and issue this Proclamation to memorialize those men, women and children who lost their lives in the terrorist attacks of September 11, 2001. Further, I encourage all the citizens of Willits to remember and honor those whose lives were taken without cause on that tragic day, as well as the families and loved ones who suffered the devastation of those losses.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the CITY OF WILLITS to be affixed this 9th day of September, 2015.

Attest:

Ron Orenstein, Vice Mayor

Cathy Moorhead
City Clerk

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
26843	07/15/15	RAMSEY/DAN	4773 AIRPORT MGMT SERVIC	1,833.00CR	524133	150630		P M H	501.5011.2081.030
26843	07/15/15	RAMSEY/DAN	4773 AIRPORT MGMT SERVIC	1,833.00	524134	150630		P M H	500.5001.2081.030
				0.00	*CHECK TOTAL				
26942	07/30/15	SCOTT'S TANKS	4275 CAM LOCK FITINGS	35.48CR	524143	33696		P M H	501.5011.2041.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	224.94	524135	150817		P N H	100.1001.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	713.44	524135	150817		P N H	100.1002.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATI	1,704.08	524135	150817		P N H	100.1003.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	43.17	524135	150817		P N H	100.1006.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	38.63	524135	150817		P N H	100.1010.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	343.09	524135	150817		P N H	100.1011.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	427.15	524135	150817		P N H	100.1015.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	240.84	524135	150817		P N H	100.1016.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATI	4,273.67	524135	150817		P N H	100.1020.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATI	2,412.97	524135	150817		P N H	100.1021.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGAT	15,452.00	524135	150817		P N H	100.1022.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	677.09	524135	150817		P N H	100.1023.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	29.54	524135	150817		P N H	100.1041.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	59.07	524135	150817		P N H	100.1042.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	4.54	524135	150817		P N H	100.1050.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	90.88	524135	150817		P N H	201.2010.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	502.13	524135	150817		P N H	201.2011.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	977.00	524135	150817		P N H	202.2020.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	952.01	524135	150817		P N H	501.5010.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	302.19	524135	150817		P N H	501.5011.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATI	2,290.28	524135	150817		P N H	501.5013.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	18.18	524135	150817		P N H	501.5014.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	193.13	524135	150817		P N H	501.5015.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	756.61	524135	150817		P N H	503.5030.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATI	7,209.37	524135	150817		P N H	503.5031.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATI	1,465.50	524135	150817		P N H	503.5033.1014.000
27034	08/17/15	CALPERS	4985 RETIREMENT OBLIGATION	179.50	524135	150817		P N H	503.5034.1014.000
				41,581.00	*CHECK TOTAL				
27035	08/18/15	SECRETARY OF STATE	.09463 NOTARY EXAM/SUSIE	20.00	524142	150818		P N H	100.1003.2105.000
27035	08/18/15	SECRETARY OF STATE	.09463 NOTARY APP PROCESSING	20.00	524142	150818		P N H	100.1003.2105.000
27035	08/18/15	SECRETARY OF STATE	.09463 NOTARY EXAM/CATHY	20.00	524142	150818		P N H	100.1001.2105.000
27035	08/18/15	SECRETARY OF STATE	.09463 NOTARY APP PROCESSING	20.00	524142	150818		P N H	100.1001.2105.000
				80.00	*CHECK TOTAL				
27036	08/18/15	STATE WATER RES CONT	468 WTR TRMNT T4 EXAM	95.00	524136	150818		P N H	503.5030.2001.002
27037	08/28/15	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	350.00	524137	150823		P N H	690.237
27038	08/28/15	AFLAC	4036 125 PLAN POLICY PRE	1,277.13	524138	511461		P N H	690.246
27039	08/28/15	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	1,805.18	524139	150823		P N H	690.236

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27040	08/28/15	PERS	256 EMPLOYER CONTRIBUT	10,719.35	524140	150823		P N H 690.229
27040	08/28/15	PERS	256 EMPLOYEE CONTRIBUTI	7,680.92	524140	150823		P N H 690.230
				18,400.27	*CHECK TOTAL			
27041	08/28/15	R E M I F	135 MED INS PREMIUM	66,310.00	524141	150828		P N H 690.231
27041	08/28/15	R E M I F	135 DENTAL INS PREMIUM	4,925.00	524141	150828		P N H 690.231
27041	08/28/15	R E M I F	135 VISION INS PREMIUM	891.33	524141	150828		P N H 690.231
				72,126.33	*CHECK TOTAL			
GENERAL CHECK FORM								
			TOTAL	135,679.43				

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27042	08/31/15	AT&T	4615 WATER	173.78	524030	150819		P N W 503.5030.2015.000
27043	08/31/15	AT&T MOBILITY	4253 DISPATCH	24.17	524029	08202015		P N W 100.1020.2015.000
27044	08/31/15	AUTO MART AUTO REPAI	4791 VEHICLE MAINT UNIT 249	86.62	524027	19127		P M W 100.1022.2044.000
27044	08/31/15	AUTO MART AUTO REPAI	4791 VEHICLE MAINT UNIT 243	61.16	524028	19136		P M W 100.1022.2044.000
				147.78	*CHECK TOTAL			
27045	08/31/15	AUTOTECH DESIGN & MF	4987 UMHW BLOCKS W/ ACME T	218.78	524031	7797		P N W 501.5013.2041.000
27046	08/31/15	BANK OF AMERICA	10 TOWING	80.00	524032	150818		P N W 100.1011.2044.000
27046	08/31/15	BANK OF AMERICA	10 BINDER	10.18	524032	150818		P N W 100.1001.2055.000
27046	08/31/15	BANK OF AMERICA	10 OFFICE SUPPLIES	97.02	524032	150818		P N W 100.1003.2055.000
27046	08/31/15	BANK OF AMERICA	10 NOTARY CLASS/TEST	385.00	524032	150818		P N W 100.1001.2105.000
27046	08/31/15	BANK OF AMERICA	10 NOTARY CLASS/TEST	107.93	524032	150818		P N W 100.1001.2199.000
27046	08/31/15	BANK OF AMERICA	10 NOTARY CLASS/TEST	478.88	524032	150818		P N W 100.1003.2105.000
27046	08/31/15	BANK OF AMERICA	10 MUNI FINAN INSTITUTE	350.00	524032	150818		P N W 100.1003.2105.000
27046	08/31/15	BANK OF AMERICA	10 MTG LUNCH	60.75	524032	150818		P N W 501.5010.2199.000
27046	08/31/15	BANK OF AMERICA	10 WATER PLANT INTERNET	49.99	524032	150818		P N W 503.5030.2015.000
27046	08/31/15	BANK OF AMERICA	10 TRAINING	250.00	524032	150818		P N W 503.5033.2105.000
27046	08/31/15	BANK OF AMERICA	10 ADOBE ACROBAT SUBSCRIP	14.99	524032	150818		P N W 100.1003.2041.000
27046	08/31/15	BANK OF AMERICA	10 TRAVEL EXP. BOMB COUR	277.02	524032	150818		P N W 100.1020.2105.000
27046	08/31/15	BANK OF AMERICA	10 FASTTRAK	25.00	524032	150818		P N W 100.1020.2105.000
				2,186.76	*CHECK TOTAL			
27047	08/31/15	BOWERS/JOSH	4239 WEBSITE MAINT	399.75	524033	118		P M W 100.1002.2081.030
27048	08/31/15	CALDWELL/NICOLE	4749 TRAINING MILEAGE	27.00	524040	150819		P N W 503.5033.2105.000
27048	08/31/15	CALDWELL/NICOLE	4749 LUMCH PER DIEM 2 DAYS	14.00	524040	150819		P N W 503.5033.2105.000
				41.00	*CHECK TOTAL			
27049	08/31/15	CANON FINANCIAL SERV	4784 COPER LEASE	158.06	524044	15200926		P N W 100.1042.2095.000
27049	08/31/15	CANON FINANCIAL SERV	4784 COPIER LEASE	158.06	524044	15200926		P N W 100.1040.2095.000
				316.12	*CHECK TOTAL			
27050	08/31/15	CANON SOLUTIONS AMER	4988 COPIER MAINT	42.87	524041	4016372658		P N W 503.5033.2055.000
27051	08/31/15	CB&I ENVIRONMENTAL	4257 STRM WTR REPORT	565.00	524043	877296R800501		P N W 213.2133.2081.030
27052	08/31/15	CDW-G	4018 BODY-CAM DATA STORA	2,848.70	524037	XL85230		P N W 651.6510.2199.000
27052	08/31/15	CDW-G	4018 BODY-CAM DATA STORA	1,068.26	524038	XN08054		P N W 651.6510.2199.000
				3,916.96	*CHECK TOTAL			
27053	08/31/15	CHEVRON USA, INC.	27 FUEL	115.67	524039	45160844		P N W 100.1022.2044.000
27054	08/31/15	CHOLLY VETERINARY SE	4878 K-9 CARE	83.54	524036	1075		P M W 661.6610.2199.000
27055	08/31/15	CLEARLY MENDOCINO WA	4221 PD WATER	75.00	524035	150831		P M W 100.1020.2199.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27056	08/31/15	COAST RANGE DIGITAL	4048 VIDEO COUNCIL MEETING	525.00	524034	15 22		P M W 100.1001.2081.030
27057	08/31/15	COMPUTER WORKS OF UK	4230 IT SERVICE	383.54	524047	3626		P M W 100.1003.2081.030
27058	08/31/15	COUNTY OF MENDOCINO	197 JUSTICE CENTER LEA	15,000.00	524046	150807		P N W 100.1020.2096.000
27059	08/31/15	COUNTY OF MENDOCINO	272 575 HP STATIONARY DIE	339.13	524045	150701		P N W 503.5031.2001.003
27060	08/31/15	COUNTY OF MENDOCINO	4961 PLANNING SVC MAR -	9,487.70	524042	WC_2015-2		P N W 100.1010.2081.030
27060	08/31/15	COUNTY OF MENDOCINO	4961 MILEAGE	1,013.73	524042	WC_2015-2		P N W 100.1010.2081.030
				10,501.43	*CHECK TOTAL			
27061	08/31/15	DALE/TOBEY	4546 DMV MILEAGE	10.08	524049	150828		P N W 100.1020.2105.000
27061	08/31/15	DALE/TOBEY	4546 PER DIEM STRATEGIES CL	12.00	524049	150828		P N W 100.1020.2105.000
27061	08/31/15	DALE/TOBEY	4546 PER DIEM EXCEL CALSS 2	24.00	524049	150828		P N W 100.1020.2105.000
				46.08	*CHECK TOTAL			
27062	08/31/15	DASH MEDICAL GLOVES	4863 EXAM GLOVES - PPE	329.25	524048	INV0946546		P N W 100.1022.2101.033
27063	08/31/15	DONAHUE/JAKE	4338 FUEL UNIT 238	40.61	524050	150827		P N W 100.1022.2044.000
27064	08/31/15	EBA ENGINEERING INC	3985 GRNDWTR MONITORING	130.00	524054	28116		P N W 213.2133.2081.030
27065	08/31/15	EEL RIVER FUELS	28 DIESEL FUEL	108.43	524051	417508		P N W 100.126
27065	08/31/15	EEL RIVER FUELS	28 FUEL	903.22	524052	417516		P N W 100.125
				1,011.65	*CHECK TOTAL			
27066	08/31/15	ENVIRONMENTAL SYSTEM	4389 ARCGIS FOR DESKTOP	624.38	524055	93017042		P N W 501.5011.2061.012
27067	08/31/15	EVIND/NORMAN	.09460 WATER OVERPAYMENT	5.59	524053	150825		P N W 503.0503.6600.000
27068	08/31/15	FRYMAN SEPTIC TANK S	56 RELOCATE PORTA POTTY	50.00	524056	902870		P M W 503.5031.4003.001
27069	08/31/15	GOLDEN STATE OVERNIG	4728 EVIDENCE SHIPPING	13.72	524057	2882742		P N W 100.1022.2101.031
27070	08/31/15	GRAINGER	173 SHIELEDDED TRAY CABLE	264.10	524058	9820312891		P M W 503.5031.4003.038
27071	08/31/15	HARRAH SENIOR CENTER	.09461 CLEANING DEPOSIT REFU	500.00	524061	150730		P N W 600.602
27072	08/31/15	HOLMES/SUSAN	4894 NOTARY TRAINING MILEAG	46.00	524059	150826		P N W 100.1003.2105.000
27072	08/31/15	HOLMES/SUSAN	4894 NOTARY TRAINING MILEAG	46.00	524059	150826		P N W 100.1001.2105.000
27072	08/31/15	HOLMES/SUSAN	4894 DINNER PER DIEM	26.00	524059	150826		P N W 100.1003.2105.000
27072	08/31/15	HOLMES/SUSAN	4894 LUNCH PER DIEM	7.00	524059	150826		P N W 100.1003.2105.000
27072	08/31/15	HOLMES/SUSAN	4894 BREAKFAST PER DIEM	5.00	524059	150826		P N W 100.1003.2105.000
27072	08/31/15	HOLMES/SUSAN	4894 CHARGED TO CITY CARD	16.50CR	524059	150826		P N W 100.1003.2105.000
				113.50	*CHECK TOTAL			
27073	08/31/15	HOWARD HOSPITAL	78 SART EXAM 15-02826	1,500.00	524060	69058497		P M W 100.1020.6001.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27074	08/31/15	I B E W	255 EMPLOYEE CONTRIBUTION	443.05	524062	150828		P N W 690.235
27075	08/31/15	INTEGRITY SHRED LLC	4932 SHREDDING SERVICE	50.00	524063	51409		P N W 100.1002.2055.000
27076	08/31/15	JDS	4324 PARKING CITATION ADMI	100.00	524064	5521		P N W 100.1020.2081.030
27077	08/31/15	JIM-N-I RENTALS	4968 STEEL PLATE RENTAL	1,416.44	524065	47066A		P M W 503.5031.4003.001
27078	08/31/15	KILLION/FRED	4607 JANITORIAL	130.00	524066	PW&ENG15/16-02		P M W 100.1040.2081.030
27078	08/31/15	KILLION/FRED	4607 JANITORIAL	130.00	524066	PW&ENG15/16-02		P M W 100.1042.2081.030
27078	08/31/15	KILLION/FRED	4607 JANITORIAL	800.00	524067	150823		P M W 100.1016.2061.020
				1,060.00	*CHECK TOTAL			
27079	08/31/15	LEHR AUTO	4819 LED FLOODLIGHTS	582.41	524070	01110839		P N W 651.6510.2199.000
27080	08/31/15	LITTLE LAKE FIRE DIS	650 LLFD PLAN CHECK FEE	2,836.00	524068	150828		P N W 100.1015.2401.000
27080	08/31/15	LITTLE LAKE FIRE DIS	650 LLFD PLAN CHECK FEE	300.00	524068	150828		P N W 600.604
27080	08/31/15	LITTLE LAKE FIRE DIS	650 LLFD PLAN CHECK FEE	350.00	524069	150831		P N W 100.1015.2401.000
				3,486.00	*CHECK TOTAL			
27081	08/31/15	MCNELLEY/MARK	4579 FUEL/K-9 TRAINING	30.00	524073	150827		P N W 661.6610.2199.000
27081	08/31/15	MCNELLEY/MARK	4579 K-9 TRAINING PRE DIEM	40.00	524073	150827		P N W 661.6610.2199.000
				70.00	*CHECK TOTAL			
27082	08/31/15	MEAD & HUNT INC	4031 ALP UPDATE	945.60	524081	253924		P N W 500.5001.2081.030
27083	08/31/15	MENDO LAKE STAFFING	4980 PW MAINT WORKER	1,004.40	524078	58462		P N W 100.1050.2081.030
27083	08/31/15	MENDO LAKE STAFFING	4980 PW MAINT WORKER	1,004.40	524079	58485		P N W 100.1050.2081.030
27083	08/31/15	MENDO LAKE STAFFING	4980 FINANCE ASSISTANT	426.87	524079	58485		P N W 100.1005.2081.030
				2,435.67	*CHECK TOTAL			
27084	08/31/15	MENDOCINO JANITORIAL	4255 JANITORIAL SERVICES	1,100.00	524071	706163		P M W 100.1016.2061.020
27084	08/31/15	MENDOCINO JANITORIAL	4255 WAX & POLISH FLOORS	250.00	524071	706163		P M W 100.1016.2061.020
				1,350.00	*CHECK TOTAL			
27085	08/31/15	MENDOCINO SOLID WAST	322 HAZARDOUS WASTE DISPO	179.92	524072	10064		P N W 501.5013.2199.000
27086	08/31/15	MUNICIPAL MAINTENANC	4305 TURBO TIP NOZZLE	217.67	524077	0102958-IN		P N W 501.5011.2041.000
27087	08/31/15	MUNISERVICES, LLC	1441 STARS SERVICE	500.00	524074	38593		P N W 100.1003.2081.030
27087	08/31/15	MUNISERVICES, LLC	1441 SUTA SERVICES	3.24	524075	38660		P N W 100.1003.2081.030
				503.24	*CHECK TOTAL			
27088	08/31/15	P G & E COMPANY	114 ENGINEERING	122.84	524098	150818		P N W 100.1042.2110.000
27088	08/31/15	P G & E COMPANY	114 PARKS	256.91	524098	150818		P N W 100.1050.2110.000
27088	08/31/15	P G & E COMPANY	114 SEWER	8.66	524098	150818		P N W 501.5013.2110.000
27088	08/31/15	P G & E COMPANY	114 WATER	22.02	524098	150818		P N W 503.5033.2110.000
27088	08/31/15	P G & E COMPANY	114 PUBLIC WORKS	122.83	524098	150818		P N W 100.1040.2110.000
				533.26	*CHECK TOTAL			

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27089	08/31/15	PACE SUPPLY CORP	12 DELLA AVE SUPPLIES	1,171.70	524082	022856642-2		P N W 503.5031.4003.001
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	526.94	524083	022884825		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 DELLA AVE SUPPLIES	262.74	524084	022846643-6		P N W 503.5031.4003.001
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	135.16	524085	022884840		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLIE	57.53	524086	022886039		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 DELLA AVE SUPPLIES	253.16	524087	022890703		P N W 503.5031.4003.001
27089	08/31/15	PACE SUPPLY CORP	12 HUMBOLDT ST SUPPLIES	526.40	524088	022887580		P N W 503.5031.2101.038
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLI	242.10	524089	022890604		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 DELLA AVE SUPPLIES	136.66	524090	022890872		P N W 503.5031.4003.001
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLIE	27.63	524091	022895936		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLIE	84.37	524092	022898682		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPP	1,643.50	524093	022801408-3		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 HUMBOLDT ST SUPPLIES	513.35	524094	022897761		P N W 503.5031.2101.038
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLIE	91.77	524095	022898100		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 EMERG WTR LINE SUPPLIE	30.88	524096	022902480		P N W 503.5031.4003.038
27089	08/31/15	PACE SUPPLY CORP	12 SUPPLY RETURN	1,643.50CR	524097	CM022801408-3		P N W 503.5031.4003.038
				4,060.39	*CHECK TOTAL			
27090	08/31/15	PACIFIC INTERNET INC	1442 EMAIL SERVICE	185.00	524099	150803		P N W 100.1003.2041.000
27091	08/31/15	PENNY'S TROPHIES & G	661 NAME PLATE	10.76	524100	1478		P M W 100.1001.2055.000
27091	08/31/15	PENNY'S TROPHIES & G	661 NAME TAGS	42.98	524101	1457		P M W 100.1001.2055.000
				53.74	*CHECK TOTAL			
27092	08/31/15	PITNEY BOWES	4507 POSTAGE	1,005.00	524102	150811		P N W 100.1002.2055.000
27093	08/31/15	PUBLIC SAFETY	4568 TUITION-CTO WORKSHIP	294.00	524080	17804		P M W 100.1020.2106.000
27094	08/31/15	RAMMING/TIM	127 BUS LIC CERT PAPER	51.90	524103	3964		P M W 100.1002.2055.000
27094	08/31/15	RAMMING/TIM	127 POSTERS	30.00	524104	3894		P M W 600.601
27094	08/31/15	RAMMING/TIM	127 BUSINESS CARDS	101.64	524105	3801		P M W 100.1003.2081.030
27094	08/31/15	RAMMING/TIM	127 POSTCARDS/POSTERS	65.96	524106	3838		P M W 600.601
				249.50	*CHECK TOTAL			
27095	08/31/15	RAO CONSTRUCTION	4984 HUMBOLDT ST REHAB	485,696.91	524107	2		P M W 503.5031.2101.038
27096	08/31/15	REDWOOD TOXICOLOGY I	291 LAB SCREENING JULY 20	150.00	524108	193020157		P N W 100.1020.2061.014
27097	08/31/15	RELIANCE ENTERPRISES	4490 HVAC SERVICE - DISPAT	177.00	524109	28115		P N W 100.1020.2041.000
27098	08/31/15	SALMONID RESTORATION	.09462 CLEANING DEPOSIT REFU	300.00	524110	150820		P N W 600.602
27099	08/31/15	SANDERS/CATHY	4420 NOTARY TRAINING PER DI	26.00	524111	150828		P N W 100.1001.2105.000
27099	08/31/15	SANDERS/CATHY	4420 NOTARY TRAINING PER DIE	7.00	524111	150828		P N W 100.1001.2105.000
27099	08/31/15	SANDERS/CATHY	4420 NOTARY PER DIEM PER DIE	5.00	524111	150828		P N W 100.1001.2105.000
27099	08/31/15	SANDERS/CATHY	4420 CHARGE TO CITY CREDIT	16.50CR	524111	150828		P N W 100.1001.2105.000
				21.50	*CHECK TOTAL			

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
27100	08/31/15	SANTA ROSA FIRE EQUI	163 FIRE EXT SERVICE	90.00	524115	177666		P N W 100.1016.2045.000
27101	08/31/15	SCOTT'S TANKS	4275 PVC 40 UNION SXS	69.10	524118	33812		P M W 503.5031.2041.000
27102	08/31/15	SHN CONSULTING	1673 HUMBOLDT ST PROJECT	1,076.75	524116	86000		P M W 503.5031.2101.038
27103	08/31/15	SIRCHIE FINGER PRINT	762 EVIDENCE/INVESTIGATIV	150.26	524113	0219563-IN		P N W 100.1022.2101.031
27104	08/31/15	STAINBROOK/MICHAEL	4541 LODGING	313.80	524112	150827		P N W 100.1020.2106.000
27104	08/31/15	STAINBROOK/MICHAEL	4541 PER DIEM 9/13/2015	20.00	524112	150827		P N W 100.1020.2106.000
27104	08/31/15	STAINBROOK/MICHAEL	4541 PER DIEM 9/14-16/2015	120.00	524112	150827		P N W 100.1020.2106.000
				453.80	*CHECK TOTAL			
27105	08/31/15	STUBBERFIELD/JACOB	4897 POOL LADDERS	96.73	524114	150728		P N W 100.1030.2101.045
27106	08/31/15	THOMSON REUTERS - WE	4122 LEGAL UPDATES	424.64	524119	832290125		P N W 100.1004.2050.000
27107	08/31/15	ULINE	4379 EVIDENCE SUPPLIES	227.94	524120	69878298		P N W 100.1022.2101.031
27108	08/31/15	US BANK	4726 ADMIN FEE	1,250.00	524121	9425232		P N W 100.1003.2199.000
27109	08/31/15	UTILITY SUPPLY OF AM	3997 GLOVE/TEST SUPPLIES/E	607.99	524122	724044		P N W 501.5013.2041.000
27109	08/31/15	UTILITY SUPPLY OF AM	3997 LAB SUPPLIES	266.59	524123	728140		P N W 501.5013.2041.000
				874.58	*CHECK TOTAL			
27110	08/31/15	VERIZON WIRELESS	4828 PUBLIC WORKS	4.72	524124	9750690240		P N W 100.1040.2015.000
27110	08/31/15	VERIZON WIRELESS	4828 CODE ENFORCEMENT	8.45	524124	9750690240		P N W 100.1011.2015.000
27110	08/31/15	VERIZON WIRELESS	4828 SEWER	54.99	524124	9750690240		P N W 501.5013.2015.000
27110	08/31/15	VERIZON WIRELESS	4828 WIFI HOTSPOT	38.01	524124	9750690240		P N W 100.1030.2101.045
				106.17	*CHECK TOTAL			
27111	08/31/15	W P O A	262 EMPLOYEE CONTRIBUTION	973.94	524125	150828		P N W 690.234
27112	08/31/15	WELLS FARGO EQUIPMEN	4677 INTEREST	198.23	524130	10481349		P N W 501.5011.3002.000
27112	08/31/15	WELLS FARGO EQUIPMEN	4677 PRINCIPAL	4,366.25	524130	10481349		P N W 501.5011.3001.000
				4,564.48	*CHECK TOTAL			
27113	08/31/15	WILBURN/RODNEY	4286 WATER/ICE/GATORADE/LU	238.54	524128	150828		P N W 503.5031.4003.001
27114	08/31/15	WILLITS CHAMBER OF C	300 SHARE OF T.O.T. TA	14,380.93	524129	150831		P N W 100.1070.3030.000
27115	08/31/15	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	20.00	524126	150828		P N W 690.248
27116	08/31/15	WILSON/BILL	4363 WTR TMT OP EXAM	95.00	524131	150827		P N W 503.5030.2001.002
27117	08/31/15	WIPF/ERNEST	1032 DELLA AVE VACTOR SR	1,290.00	524127	37110		P M W 503.5031.4003.001
27118	08/31/15	XEROX BUSINESS SERVI	4947 MONTHLY NEW VISION	3,748.69	524132	1179101		P N W 100.1003.2041.000
GENERAL CHECK FORM			TOTAL	575,383.01				

**CITY OF WILLITS
BUILDING INSPECTION ACTIVITY REPORT**

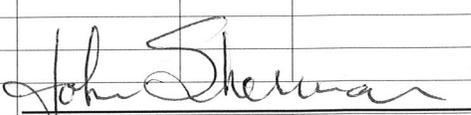
5b

FOR THE MONTH OF: July, 2015

<u>NEW CONSTRUCTION</u>	<u>LIVING UNITS</u>	<u>BLDG. PERMITS</u>	<u>VALUATION</u>
1) Single Family Dwellings			
2) Two Family Dwelling			
3) Three and Four Family Dwelling			
4) Five or More Family Dwelling			
5) Moved Dwellings and Modular Units			
6) Hotels and Motels			
7) Amusement and Recreation Buildings			
8) Churches and Religious Buildings			
9) Industrial Buildings			
10) Private Garages and Carports		1	\$ 2,000.00
11) Service Station and Repair Garages			
12) Office, Bank and Professional Buildings			
13) Stores and Similar Buildings			
14) Warehouse and Agriculture Buildings			
<u>MISCELLANEOUS CONSTRUCTION</u>			
15) Reroof, Siding, Windows, Etc.		4	\$ 13,500.00
16) Heating and Air Conditioning			
17) Electric, Mechanical, Plumbing		2	\$ 30,000.00
18) Demolition			
<u>STRUCTURES OTHER THAN BUILDINGS</u>			
19) Foundations, Pools, Walls, Signs, etc.		1	\$ 25,000.00
<u>CONVERSIONS</u>			
20) Non-Residential to Residential			
21) Residential to Non-Residential			
<u>ADDITIONS AND ALTERATIONS</u>			
22) Residential Buildings		3	\$ 22,500.00
23) Non-Residential Buildings		1	\$ 20,000.00
TOTALS			\$ 113,000.00

<u>COMPARISON</u>		<u>TYPE OF PERMIT AND OTHER REVENUE</u>		
			<u>#'s</u>	<u>FEE'S</u>
Valuation This Month	\$ 113,000.00	Building	10	\$ 1,491.25
Same Month Last Year	\$ 484,250.00	Electrical	1	\$ 108.00
		Mechanical	1	\$ 512.65
Revenue This Month	\$ 2,931.65	Plumbing		
Same Month Las Year	\$ 7,365.25	Grading		
		Demolition		
Permits This Month	12	Plan Check	5	\$ 819.75
Same Month Last Year	20	Late Fee		
		Bldg. Survey		
		Sewer Insp.		
<u>TOTALS TO DATE THIS FISCAL YEAR</u>		TOTALS:	12	\$ 2,931.65

<u>TOTALS TO SAME DATE LAST YEAR</u>				
Construction Valuation	\$ 565,000.00			
Fees Collected	\$ 9,335.72			
No. of Permits	36			

Respectfully Submitted:

 John Sherman, Building Official

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

DATE: September 3, 2015

TO:

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

FROM: Building Department, City of Willits

RE: Permit Completion for Month of August 2015

PARCEL#	WORK DONE	ADDRESS	VALUE	DATE	PERMIT #
The following permits were issued.					
007-232-04	Trellis patio cover	130 Haehl Creek Dr.	10,000	8/3/15	8405
005-143-02	Second floor bedroom addition	236 State St.	11,000	8/5/15	8406
005-211-02	New restaurant in exist store	65 S. Main St.	20,000	8/6/15	8407
007-091-15	Replace siding	21110 Baechtel Rd.	5,500	8/11/15	8408
005-214-14	Replace grill & hood in existing restaurant	235 S. Main St.	28,500	8/12/15	8409
006-021-12	Replace residential foundation	390 North St.	25,000	8/19/15	8410
006-021-11	Tearoff reroof	378 North St.	3,000	8/24/15	8411
006-120-35	Pre-fab metal carport	299 Ft. Bragg Rd.	2,000	8/25/15	8412
005-243-36	Tearoff reroof, garage	499 Redwood Ave.	2,000	8/26/15	8413
006-091-39	Replace rotted deck	436 Raymond Lane	1,500	8/27/15	8414
006-021-12	Replace electric panel	390 North St.	1,500	8/31/15	8415
006-074-01	Overlay reroof	26 W. Oak St.	3,000	8/31/15	8416
COMPLETED PROJECTS					
007-091-06	Replace siding as necessary	1431 S. Main St.	2,500	7/28/15	8402
005-243-36	Tearoff reroof, garage	499 Redwood Ave.	2,000	8/26/15	8413
006-182-30	Overlay reroof	261 Franklin Ave.	14,000	6/4/15	8374

007-232-09	Construct new 1808 SFD	180 Haehl Creek Ct.	257,920	3/12/15	8335
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John Sherman
City of Willits Building Inspector

New Business License - August 2015

<i>BL#</i>	<i>Name</i>	<i>Owner</i>	<i>Address</i>	<i>Date Issued</i>	<i>Type of Bussiness</i>
6484	Swamikropa 1986 Inc.	Trikamalal Patel	1250 S Main St	8/18/2015	Gas Station
6485	Rascal's Rescue	Misty Gonzales	1600 S Main St	8/18/2015	Non-Profit Animal Care Fundraising
6486	Sally Pringle Massage	Sally Pringle	225 S Main St	8/18/2015	Massage Therapy
6487	Collicott Construction	Nat Collicott	130 Haehl Creek Dr	8/18/2015	General Building Contractor
6488	Mission Linen Supply	Linda Page	202 E Montecito St., Santa Barbara, CA	8/18/2015	Linen & Uniform Service
6489	The Village Sign Maker	Ryan Allen	274 State St	8/18/2015	Sign Production & Installation
6490	Garden Rebels Optimal Wholesale	Shelby Chase & Andre Maas	170 W Mendocino Ave	8/18/2015	Garden Supply Sales

5d

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE(S)

ABC 211 (6/99)

RECEIVED

AUG 20 2015

CITY OF WILLITS

TO: Department of Alcoholic Beverage Control
50 D ST
ROOM 130
SANTA ROSA, CA 95404
(707) 576-2165

File Number: 560546
Receipt Number: 2311822
Geographical Code: 2304
Copies Mailed Date: August 18, 2015
Issued Date:

DISTRICT SERVING LOCATION: SANTA ROSA

First Owner: ZHONG, FENGJING
Name of Business: SZECHUAN ASIAN RESTAURANT
Location of Business: 47 E MENDOCINO AVE
WILLITS, CA 95490-3532

County: MENDOCINO

Is Premise inside city limits? Yes Census Tract 0107.00

Mailing Address:
(If different from
premises address)

Type of license(s): 41

Transferor's license/name: Dropping Partner: Yes ___ No ___

Table with 7 columns: License Type, Transaction Type, Fee Type, Master, Dup, Date, Fee. Rows include On-Sale Beer And Wine fees and Fingerprints fees, totaling \$776.00.

Have you ever been convicted of a felony? No

Have you ever violated any provisions of the Alcoholic Beverage Control Act, or regulations of the Department pertaining to the Act? No

Explain any "Yes" answer to the above questions on an attachment which shall be deemed part of this application.

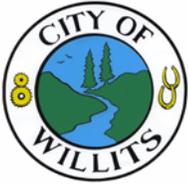
Applicant agrees (a) that any manager employed in an on-sale licensed premises will have all the qualifications of a licensee, and (b) that he will not violate or cause or permit to be violated any of the provisions of the Alcoholic Beverage Control Act.

STATE OF CALIFORNIA County of MENDOCINO Date: August 18, 2015

Under penalty of perjury, each person whose signature appears below, certifies and says: (1) He is an applicant, or one of the applicants, or an executive officer of the applicant corporation, named in the foregoing application, duly authorized to make this application on its behalf; (2) that he has read the foregoing and knows the contents thereof and that each of the above statements therein made are true; (3) that no person other than the applicant or applicants has any direct or indirect interest in the applicant or applicant's business to be conducted under the license(s) for which this application is made; (4) that the transfer application or proposed transfer is not made to satisfy the payment of a loan or to fulfill an agreement entered into more than ninety (90) days preceding the day on which the transfer application is filed with the Department or to gain or establish a preference to or for any creditor or transferor or to defraud or injure any creditor of transferor; (5) that the transfer application may be withdrawn by either the applicant or the licensee with no resulting liability to the Department.

Effective July 1, 2012, Revenue and Taxation Code Section 7057, authorizes the State Board of Equalization and the Franchise Tax Board to share taxpayer information with Department of Alcoholic Beverage Control. The Department may suspend, revoke, and refuse to issue a license if the licensee's name appears in the 500 largest tax delinquencies list. (Business and Professions Code Section 494.5.)

Applicant Name(s) ZHONG, FENGJING
Applicant Signature(s)



Item No. 7a

Meeting Date: September 9, 2015

AGENDA SUMMARY REPORT

To: City of Willits Successor Agency Board Members

From: Susan Holmes, Finance Director

Agenda Title: A RESOLUTION TO APPROVE THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE 2015-16B FOR JANUARY THROUGH JUNE 2016 AND A JANUARY THROUGH JUNE 2016 ADMINISTRATIVE BUDGET

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 5 min.

Summary of Request: The Successor Agency is being asked to consider:

ROPS 2015-16B and January through June 2015 Administrative Budget

The Dissolution Act requires the Successor Agency to approve a Recognized Obligation Payment Schedule (ROPS) every six months. The ROPS is a document that includes all of the anticipated "enforceable obligations" of the former Redevelopment Agency that must be administered by the Successor Agency. The Successor Agency is being asked to consider adoption of the ROPS 2015-16B for obligations anticipated in the January through June 2016 period. It mainly consists of debt service payments, the SERAF loan repayment, and administrative costs to wind down the Successor Agency.

The Successor Agency is also required to adopt an administrative budget by the Dissolution Act. The ROPS incorporates a proposed Administrative Budget of \$50,000 for the January through June 2016 portion of the fiscal year. The proposed budget is based on actual administrative costs incurred by the Successor Agency in prior ROPS periods and estimates for costs for the upcoming period.

Once adopted by the Successor Agency the ROPS must be transmitted to the State Department of Finance, the County Executive Officer, and the County Auditor/Controller at the same time it is submitted to the Oversight Board.

An Oversight Board meeting will be scheduled within the next two weeks. Once approved by the Successor Agency's Oversight Board the final ROPS 2015-16B will be submitted to the State Department of Finance and the County-Auditor Controller by October 4, 2015. If it is not approved and submitted by October 4th, the Successor Agency will be subject to a late-fee of \$10,000 per day.

Recommended Action: Adopt the Resolution approving the ROPS 2015-16B for the period January through June 2016 and January through June 2016 Administrative Budget.

Alternative(s): None recommended.

Fiscal Impact: All future Successor Agency expenditures must be placed on the ROPS and approved by the Oversight Board and Department of Finance.

Personnel Impact: Some staff time (City Manager, City Clerk, Finance Director, and Community Development Director) will be involved in the continuing business of winding down the affairs of the former

redevelopment agency, but the details of those processes are difficult to quantify because of constantly changing rules, forms and reporting requirements for administering the Successor Agency.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2015-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS, SITTING AS THE SUCCESSOR AGENCY TO THE FORMER WILLITS REDEVELOPMENT AGENCY APPROVING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE 2015-16B FOR JANUARY THROUGH JUNE 2016 AND APPROVING A JANUARY THROUGH JUNE 2016 ADMINISTRATIVE BUDGET

WHEREAS, pursuant to Assembly Bills ("AB") x1 26 and 1484 (or the "Dissolution Act", as codified in the California Health & Safety Code), the City of Willits elected to become the Successor Agency to the former Willits Redevelopment Agency ("Successor Agency"); and

WHEREAS, among the duties of successor agencies is the preparation of a recognized obligation payment schedule ("ROPS") for the ensuing six-month period for consideration by a local oversight board and California Department of Finance ("DOF") for administering the wind-down of financial obligations of its former redevelopment agency; and

WHEREAS, the Dissolution Act requires that the proposed ROPS be transmitted to the local oversight board, county auditor-controller, county executive officer, and DOF, after which time the oversight board may approve and transmit the adopted ROPS to DOF, the State Controller, and the county auditor-controller for their consideration; and

WHEREAS, the proposed ROPS 2015-16B for the six-month period from January 1, 2016 through June 30, 2016, attached hereto as Exhibit "A", has been prepared by staff and consultants consistent with the provisions of the Dissolution Act and in the format made available by DOF; and

WHEREAS, the Dissolution Act requires the Successor Agency to prepare a proposed administrative budget and submit it to its Oversight Board for approval; and

WHEREAS, the proposed ROPS 2015-16B includes an administrative budget of \$50,000 for the January through June portion of Fiscal Year 2015-16, to pay for staffing, operating costs, and professional administrative services related to the wind-down of the former redevelopment agency out of the administrative cost allowance permitted by the Dissolution Act; and

WHEREAS, the Successor Agency desires to approve the ROPS 2015-16B and the related Administrative Budget and transmit it to various parties as required by the Dissolution Act.

NOW, THEREFORE, BE IT RESOLVED that the Successor Agency to the Willits Redevelopment Agency does hereby resolve as follows:

SECTION 1. The Recitals set forth above are true and correct and incorporated herein by reference; and

SECTION 2. The Successor Agency hereby approves and adopts the ROPS 2015-16B covering the period of January through June 2016, in substantially the form attached hereto as Exhibit A, as required by the Dissolution Act.

SECTION 3. The Successor Agency hereby approves and adopts the January through June 2016 Administrative Budget, which is incorporated in the ROPS.

SECTION 4. Successor Agency staff is hereby authorized to transmit and post a copy of the ROPS 2015-16B as required by the Dissolution Act and to take such further actions as may be necessary or appropriate to carry out the Successor Agency's obligations pursuant to this Resolution.

SECTION 5. The Successor Agency Secretary shall certify to the adoption of this Resolution.

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 9th day of September, 2015 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

RON ORENSTEIN, Vice Mayor
City Council of the City of Willits

ATTEST:

CATHY MOORHEAD, City Clerk

EXHIBIT "A"
RECOGNIZED OBLIGATION PAYMENT SCHEDULE 2015-16B
JANUARY THROUGH JUNE 2016

Recognized Obligation Payment Schedule (ROPS 15-16B) - Summary

Filed for the January 1, 2016 through June 30, 2016 Period

Name of Successor Agency: Willits
 Name of County: Mendocino

Current Period Requested Funding for Outstanding Debt or Obligation		Six-Month Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding Sources (B+C+D):		\$ -
A	Bond Proceeds Funding (ROPS Detail)	-
C	Reserve Balance Funding (ROPS Detail)	-
D	Other Funding (ROPS Detail)	-
E Enforceable Obligations Funded with RPTTF Funding (F+G):		\$ 462,710
F	Non-Administrative Costs (ROPS Detail)	412,710
G	Administrative Costs (ROPS Detail)	50,000
H Total Current Period Enforceable Obligations (A+E):		\$ 462,710

Successor Agency Self-Reported Prior Period Adjustment to Current Period RPTTF Requested Funding		
I	Enforceable Obligations funded with RPTTF (E):	462,710
J	Less Prior Period Adjustment (Report of Prior Period Adjustments Column S)	(38,833)
K Adjusted Current Period RPTTF Requested Funding (I-J)		\$ 423,877

County Auditor Controller Reported Prior Period Adjustment to Current Period RPTTF Requested Funding		
L	Enforceable Obligations funded with RPTTF (E):	462,710
M	Less Prior Period Adjustment (Report of Prior Period Adjustments Column AA)	-
N Adjusted Current Period RPTTF Requested Funding (L-M)		462,710

Certification of Oversight Board Chairman:
 Pursuant to Section 34177 (m) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named agency.

Name	Title
/s/ _____	
Signature	Date

**Willits Recognized Obligation Payment Schedule (ROPS 15-16B) - Report of Cash Balances
(Report Amounts in Whole Dollars)**

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see [Cash Balance Tips Sheet](#)

A	B	C	D	E	F	G	H	I	
		Fund Sources							
		Bond Proceeds		Reserve Balance		Other	RPTTF		
	Cash Balance Information by ROPS Period	Bonds Issued on or before 12/31/10	Bonds Issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, Grants, Interest, Etc.	Non-Admin and Admin	Comments	
ROPS 14-15B Actuals (01/01/15 - 06/30/15)									
1	Beginning Available Cash Balance (Actual 01/01/15)	425,279			141,287	3,065	145,199		
2	Revenue/Income (Actual 06/30/15) RPTTF amounts should tie to the ROPS 14-15B distribution from the County Auditor-Controller during January 2015	67				312	236,839		
3	Expenditures for ROPS 14-15B Enforceable Obligations (Actual 06/30/15) RPTTF amounts, H3 plus H4 should equal total reported actual expenditures in the Report of PPA, Columns L and Q	68			141,287	-	295,528		
4	Retention of Available Cash Balance (Actual 06/30/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)	425,278					-		
5	ROPS 14-15B RPTTF Prior Period Adjustment RPTTF amount should tie to the self-reported ROPS 14-15B PPA in the Report of PPA, Column S	No entry required						38,833	
6	Ending Actual Available Cash Balance C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ -	\$ -	\$ -	\$ -	\$ 3,377	\$ 47,677		
ROPS 15-16A Estimate (07/01/15 - 12/31/15)									
7	Beginning Available Cash Balance (Actual 07/01/15) (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ 425,278	\$ -	\$ -	\$ -	\$ 3,377	\$ 86,510		
8	Revenue/Income (Estimate 12/31/15) RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015	-				312	176,829		
9	Expenditures for ROPS 15-16A Enforceable Obligations (Estimate 12/31/15)	-					224,506		
10	Retention of Available Cash Balance (Estimate 12/31/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)	425,278					-		
11	Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)	\$ -	\$ -	\$ -	\$ -	\$ 3,689	\$ 38,833		

Willits Recognized Obligation Payment Schedule (ROPS 15-16B) - ROPS Detail
 January 1, 2016 through June 30, 2016
 (Report Amounts in Whole Dollars)

A Item #	B Project Name / Debt Obligation	C Obligation Type	D Contract/Agreement Execution Date	E Contract/Agreement Termination Date	F Payee	G Description/Project Scope	H Project Area	I Total Outstanding Debt or Obligation	J Retired	K, L, M, N, O Funding Source					P Six-Month Total
										Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RPTTF		
										Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	
1	2002 Tax Allocation Bonds	Bonds Issued On or	9/1/2002	9/1/2024	U. S. Bank	Bonds issued to fund non-housing	Willits Improvement	\$ 8,437,276	N				\$ 412,710	\$ 50,000	\$ 462,710
2	Administrative Costs	Admin Costs	2/1/2012	9/1/2024	City of Willits	Administrative Costs	Willits Improvement and Development Project Area	3,758,463	N				73,855	50,000	\$ 73,855
3	Tax Bond Trustee Fees to US Bank	Fees	9/1/2002	9/30/2025	U. S. Bank	Annual Trustee fee	Willits Improvement and Development Project Area	900,000	N						\$ 50,000
9	Loan from L&M Income Fund	SERAF/ERAF	5/26/2010	12/31/2015	County of Mendocino	LMIH Fund Loan to RDA to pay 2010 SERAF	Willits Improvement and Development Project Area	20,350	N						-
10	Debt service payment reserve	Reserves	9/1/2002	9/1/2024	U. S. Bank	Reserve held to enable debt service payment in next ROPS period pursuant to H&SC Section 34171(d)(1)	Willits Improvement and Development Project Area	-	Y				-		\$ -
11									N						\$ -
12									N						\$ -
13									N						\$ -
14									N						\$ -
15									N						\$ -
16									N						\$ -
17									N						\$ -
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41									N						\$ -
42									N						\$ -
43									N						\$ -
44									N						\$ -
45									N						\$ -
46									N						\$ -
47									N						\$ -



Item No. 9c(1)

Meeting Date: September 9, 2015

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: John Sherman, Building Official

Agenda Title: DISCUSSION AND POSSIBLE ACTION REGARDING REQUEST FOR REMOVAL OF LIEN PLACED ON 251 LAUREL STREET IN WILLITS, CALIFORNIA (APN 006-022-20)

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

Summary of Request: In response to a formal complaint in April 2013, the Code Enforcement Officer diligently made efforts to motivate the property owner of 251 Laurel Street (APN 006-022-20) to abate numerous code violations on said property, with no results. As such, on March 26, 2014, the City Council authorized the Code Enforcement Officer to file a special assessment lien with the Mendocino County Recorder's office, in the amount of \$26,518, against the property. Subsequently, the property went into foreclosure and is now under different ownership.

The new owner has cleaned up the property and now has a potential buyer who would like to develop the parcel. However, the amount of the lien will make it difficult, if not impossible, for the property owner to sell the property. The current property owner, Mr. Richard Russell, has requested the lien be removed in its entirety (*see attached letter*).

While staff is interested in cost recovery, it is also recognized that development of the parcel is the preferred outcome. Therefore, staff would recommend a reduction in lien. Alternatively, City Council could consider removal of the lien, in recognition of the current property owner's efforts to get the property cleaned up and sold to a responsible developer.

Recommended Action: Approve either 1) a ____% reduction; OR 2) removal of the lien placed on 251 Laurel Street in Willits, California (APN 006-022-20).

Alternative(s): Deny request, maintaining the lien in its entirety.

Fiscal Impact: Cost recovery reduced by reduction or elimination of lien.

Personnel Impact: N/A

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

Ms. Adrienne Moore,
City Manager, Willits CA
111 E. Commercial Street,
Willits CA 95490

August 7, 2015

My name is Richard Russell and I am the co-owner of a Willits city lot located at 251 Laurel Street (APN 006-022-20). The city of Willits currently has a lien against this property as a result of the previous owner, Lee Alexander. Myself and another investor, Jackie Garzini, loaned a local contractor \$80,000 to refinance this lot in 2008. The contractor, Jim Holmes, purchased the property to build a spec. house. Unfortunately, Mr. Holmes became ill and coupled with the financial crisis was unable to keep up with the payments and we were forced to foreclose on the property in October of 2011.

In October of 2012, a neighbor, Lee Alexander purchased the lot from us. Mr. Alexander immediately began to use the lot for junk storage and it quickly became apparent that he had no regard for the look of the neighborhood or city ordinances. I had several conversations with Mr. Alexander regarding his use of the lot as Ms. Garzini and I were carrying the first deed of trust on the property. Mr. Alexander ignored my requests to clean up the lot and remove the junk. In mid 2013, Mr. Alexander quit making payments on the lot and ignored all written correspondence. It took almost a year and thousands of dollars before Ms. Garzini and I could foreclose on Mr. Alexander and regain legal possession of the lot.

While the foreclosure process was occurring, it was brought to my attention that the City of Willits was in the process of placing a lien on the property due to Mr. Alexander's negligence and refusal to clean up the property. At this point I contacted City of Willits code enforcement officer John Sherman. I advised Officer Sherman that we were in the process of foreclosing on the lot. Officer Sherman confirmed that a lien was being placed on the property and to contact him once the foreclosure was complete. In June of 2014 I contacted Officer Sherman and let him know that Ms. Garzini and I had completed the foreclosure process and now owned the property. I requested the lien be removed and was advised that the property had to be cleaned up first as Mr. Alexander had left a lot of junk on the lot.

In July of 2014 I removed all of the junk from the lot, made numerous trips to the local dump and cleared the lot of unwanted brush and grass. I again contacted Mr. Sherman who said it would be up to the city attorney to decide how to proceed with the lien. Ms. Garzini is elderly and in bad health and I currently live out of the area. I requested my mortgage broker to ascertain the process to remove the lien. She has yet to provide any direction. I have heard through the "rumor mill" that the lien is \$28,000 but have never received ANY written correspondence that there is a lien or the dollar amount.

On July 30, 2015 I left a voice mail with Officer Sherman requesting direction to remove the lien. On Aug.4, 2015 he called me and related that he had spoken to you and that you were requesting a written document regarding my request to remove the lien. Therefore I am authoring this letter for your consideration.

I am formally requesting the City of Willits remove the lien from the lot at 251 Laurel Street (APN 006-022-20), Willits CA. I was born and raised in Willits and still regard it as home. I own two other residences on Laurel Street (351 and 347 Laurel) and do not wish to see this lot used as a dumpsite or fall into poor condition. I have complied with Officer Sherman's request to clean the lot and have further interest in better landscaping in the near future. The lot is for sale but with the pending lien it will be difficult to move forward. Please consider my request and contact me at your earliest convenience with your decision.

Thank you for taking the time to consider this request. I know the city incurred cost when placing the lien and dealing with Mr. Alexander. I would appreciate a fresh start to be able to move forward with selling this lot to someone who would like to better the community.

Sincerely, Richard L. Russell
PO Box 1516, Lakeport CA 95453
707-489-2424



Item No. 9d(1)

Meeting Date: 09/09/15

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Rodney Wilburn, Public Works Director

Agenda Title: ADOPT RESOLUTION ACCEPTING THE CONSTRUCTION COMPLETION OF THE HUMBOLDT STREET AND VICINITY REHABILITATION PROJECT, PHASE II, CONTRACT NO. 2015-01 AND AUTHORIZE FILING OF NOTICE OF COMPLETION

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 5 minutes

Summary of Request: On June 3, 2015, the City Council awarded a Construction Contract to RAO Construction Company, Inc., for the construction of the Humboldt & Vicinity Rehabilitation Project, Phase II, Contract No. 2015-01, in the amount of \$675,131.

The City of Willits Engineering Department has reviewed the project and determined that it has been completed in substantial compliance with the project plans and specifications. The total cost of this construction contract with change orders is \$635,731.90.

Recommended Action: Adopt resolution accepting the Humboldt & Vicinity Rehabilitation Project, Phase II, Contract No. 2015-01 as complete and authorize the City Manager to file the Notice of Completion.

Alternative(s): None Recommended

Fiscal Impact: The estimated cost of construction was \$675,131, plus \$15,000 for materials testing, bringing the total estimated cost of the project to \$690,131. Of the total estimated cost of \$690,131, the \$25,500 was expected to be charged to the Water Fund for new fire hydrants and water valves and \$10,000 was expected to be charged to the Sewer Fund for the installation of new sewer laterals and clean outs.

The total cost of construction including change orders was \$635,731.90. Project funds are paid by a transfer into the project fund (207) from Fund 202 (Half Cent Sales Tax). Water and Sewer costs were paid from their respective funds. City costs are broken down as follows: \$611,231.90 paid by the Half-Cent Sales Tax Fund (207), \$18,500 paid by the Water Fund, and \$6,000 paid by the Sewer Fund. The total cost for materials testing is expected to be well under the estimated \$15,000.

Personnel Impact: Minimal staff time is needed to file the Notice of Completion with the County Recorder's Office.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2015-____
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS ACCEPTING
CONSTRUCTION OF THE HUMBOLDT & VICINITY REHABILITATION PROJECT, PHASE II,
CONTRACT NO. 2015-01, AND AUTHORIZING THE FILING NOTICE OF COMPLETION**

WHEREAS, the final inspection of the Humboldt & Vicinity Rehabilitation Project, Phase II, Contract No. 2015-01, was made by the City of Willits Engineering Department; and

WHEREAS, it was determined that the work for this project has been completed in substantial compliance with the project plans and specifications.

BE IT HEREBY RESOLVED that the Willits City Council does hereby accept the work performed by R.A.O. Construction, Inc., subject to all warranties and conditions of the contract.

BE IT FURTHER RESOLVED that the City Manager is authorized and directed to execute the Notice of Completion on behalf of the City of Willits and the City Clerk is directed to record said Notice of Completion with the Recorder of the County of Mendocino.

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at the regularly scheduled meeting of the City Council of the City of Willits, held on the 9th day of September, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

RON ORENSTEIN, Vice Mayor
City Council of the City of Willits

ATTEST:

CATHY MOORHEAD
City Clerk