



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

WILLITS CITY COUNCIL AGENDA

JANUARY 10, 2018 ♦ 6:30 P.M. ♦ COUNCIL CHAMBERS

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

2. **PUBLIC COMMUNICATIONS**

Council welcomes participation in its meetings. Comments shall be limited to three (3) minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the Council on the same subject matter, the Mayor may request that a spokesperson be chosen by the group. This item is limited to matters under the jurisdiction of the City Council which are not on the posted agenda. Public criticism of the City Council, Commission, Boards and Agencies will not be prohibited. No action shall be taken.

3. **PUBLIC MATTERS**

4. **CONSENT CALENDAR**

Matters listed under the Consent Calendar are considered to be routine by the City Council and will be enacted by a single motion and roll call vote by the City Council. Items may be removed from the Consent Calendar upon request of a Councilmember and acted upon separately by the City Council.

The following items are recommended for approval or denial, as follows:

a. City Council Minutes:

- December 7, 2017 – Special
- December 13, 2017
- December 21, 2017 – Special
- January 4, 2018 – Special

b. Disbursements Journal(s):

- Warrant Nos. 31339-31347, Totaling \$7,473.35
- Warrant Nos. 31348-31411, Totaling \$123,950.84
- Warrant Nos. 31413-31418/31421-31481, Totaling \$2,220,347.32
- Warrant Nos. 321412/31419-31420, Totaling \$500.00

c. Resolution Restricting Parking on Both East and West Side of N. Main Street Adjacent to Willits High School

d. Resolution Accepting the Construction Completion of the Holly Street Sewer Main Replacement Project, Contract No. 2017-01 and Authorizing the Filing of the Notice of Completion

5. **INFORMATIONAL REPORTS**

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

a. Building Inspection Activity Report(s) – December 2017

b. Business License Activity Report(s) – December 2017

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 PLANNING COMMISSION~~ – Discussion and Possible Action to Approve Minor Subdivision #MLD 16-03 – Wayne Regina – ***This Items was noticed in the Willits***

Weekly on December 21st and has been Canceled from this agenda and re-noticed in the Willits News for the January 24th City Council Meeting.

- 8. CITY MANAGER REPORTS AND RECOMMENDATIONS**
 - a. Consideration of a Resolution Amending the Agreement with RGS for Finance Services
 - b. Verbal Reports – No Action

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

- 10. CITY COUNCIL AND COMMITTEE REPORTS**
 - a. League of California Cities (LCC)
 - b. Mendocino Council of Governments (MCOG)
 - c. Economic Development & Financing Corporation (EDFC)
 - d. Mendocino Solid Waste Management Authority (MSWMA)
 - e. Mendocino Transit Authority (MTA)
 - f. Local Agency Formation Commission (LAFCO)
 - g. Finance Committee
 - h. Water & Wastewater Systems Committee
 - i. Revit-ED Committee
 - j. Ad Hoc Committees:
 - Caltrans
 - JPA Feasibility Study for WWTP
 - Little Lake Fire District JPA
 - k. Other Committee Reports:
 - Museum Advisory Board
 - Visit Willits Tourism Board

- 11. COUNCIL MEMBER REPORTS AND RECOMMENDATIONS**
 - a. Mayor's Appointments to Boards, Commissions, and Committees for 2018
 - b. Resolution Appointing Representatives to Represent and Vote on Behalf of the City at the League of California Cities' Redwood Empire Division Business Meetings and Division Legislative Committee Meetings

- 12. ENACTMENT OF ORDINANCES**

- 13. GOOD & WELFARE**

- 14. CLOSED SESSION NOTICE**
 - a. Pursuant to Government Code §54957 – Recruitment: City Manager

- 15. ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Willits City Hall, located at 111 East Commercial Street, Willits, California, not less than 72 hours prior to the meeting set forth on this agenda.

*Dated this 5th day of January, 2018.
Cathy Moorhead, City Clerk*

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and need disability-related modifications or accommodations to participate in this meeting, please contact Cathy Moorhead at (707) 459-7121 or Fax (707) 459-1562. Requests for such modifications or accommodations must be made at least two full business days prior to the meeting.

ADDITIONAL MEETING INFORMATION FOR INTERESTED PARTIES

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



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**WILLITS CITY COUNCIL
SPECIAL MEETING MINUTES
THURSDAY, DECEMBER 7, 2017**

Mayor Gonzalez called a special meeting of the City Council to order at 8:20 a.m., in Council Chambers.

Roll Call: Councilmembers Saprina Rodriguez, Madge Strong (arrived at 8:25), Ron Orenstein, Larry Stranske, and Mayor Gerardo Gonzalez were present.

Also present were staff members: Bob Perrault, Interim City Manager; and Cathy Moorhead, City Clerk.

OFF AGENDA ITEMS – URGENT

(Amendment to the agenda requires a 4/5th vote of the City Council)

Moved by Orenstein/Seconded by Stranske and carried (4/0 with Strong absent) to add the following item to the agenda:

ADD:

1A. League of California Cities is requesting Authorize for Mayor's name to be added to a Tax Reform Letter

1A. LEAGUE OF CALIFORNIA CITIES IS REQUESTING AUTHORIZE FOR MAYOR'S NAME TO BE ADDED TO A TAX REFORM LETTER

Moved by Orenstein/Seconded by Rodriguez and carried (4/0 with Strong absent) to authorize the Mayor's name to be added to a Tax Reform Letter with the League of California Cities.

2. CLOSED SESSION NOTICE

a. Pursuant to Government Code §54957 – Recruitment – Interview of Candidates: City Manager Position

Public Comment: None presented.

ADJOURNED TO CLOSED SESSION AT 8:25 A.M.

ADJOURNED CLOSED SESSION AT 3:55 P.M. FOR DINNER BREAK AND RECONVENED TO CLOSED SESSION AT 6:45 P.M.

Council reconvened to open session at 7:30 p.m., with no action to report from Closed Session

3. ADJOURNMENT

Mayor Gonzalez adjourned the meeting at 7:30 p.m.

GERARDO GONZALEZ, Mayor
City Council of the City of Willits

ATTEST:

CATHY MOORHEAD, City Clerk



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**WILLITS CITY COUNCIL
MINUTES
WEDNESDAY, DECEMBER 13, 2017**

Mayor Gonzalez called a regular meeting of the City Council to order at 6:30 p.m., in Council Chambers. The meeting was preceded by the pledge to the flag.

Roll Call: Councilmembers Saprina Rodriguez, Madge Strong, Ron Orenstein, Larry Stranske and Mayor Gerry Gonzalez were present.

Also present were staff members: Bob Perrault, Interim City Manager; Jim Lance, City Attorney; Stephen Willis, Interim Police Chief; Dusty Duley, City Planner; Susan Loutsis, and Delores Pedersen, Acting Deputy City Clerk.

SPECIAL REGOGNITION – RETIRING CITY MANAGER ADRIENNE MOORE

- *Mayor Gonzalez presented Retiring City Manager Moore with a plaque and a gift from the City for her 9 years of dedicated service to the City of Willits. Council Member Rodriguez presented Ms. Moore with a bouquet from the Council. Councilmembers said a special thank you to Ms. Moore. Ms. Moore thanked the City Council and Staff and states it was a privilege to work with the Staff and Council.*

2. PUBLIC COMMUNICATIONS

Barbara Plaza brought forth a grievance to the city council. Residents of Wagon Wheel Mobile Home Park expressed a need for rent control.

David Rupe, owner of 425 S Main St., expressed concern over what Council will allow him to do at his property. Bill Gross looking to open Medical Cannabis dispensary at Mr. Rupe's property, would like Council to alleviate some of the restrictions that have been imposed on local businesses that would like to put in a Medical Cannabis Dispensary.

Council Directed Staff to do an impartial analysis of rent control in Mobile Home Parks and bring findings to the January 24, 2018 meeting.

RECESS – 7:12 P.M., back in Session 7:21 P.M.

INTERIM CITY MANAGER PERRAULT PRESIDING TO PRESENT AGENDA ITEMS 3A & 3B.

3A. NOMINATION AND APPOINTMENT OF MAYOR

Interim City Manager Perrault introduced the matter.

Moved by Stranske/Seconded by Rodriguez and carried (4/1 with Orenstein dissenting) to appoint Strong as Mayor.

3B. NOMINATION AND APPOINTMENT OF VICE MAYOR

Interim City Manager Perrault introduced the matter.

Public Comment: None.

1ST MOTION

Moved by Strong to nominate Councilmember Gonzalez as Vice Mayor.

(Motion fails due to No Second)

2ND MOTION

Moved by Gonzalez to nominate Stranske as Vice Mayor, Stranske declined.

3rd MOTION

Moved by Stranske to nominate Orenstein as Vice Mayor, Orenstein declined.

4TH MOTION

Moved by Stranske/Second by Strong and carried (4/1 with Orenstein dissenting) to nominate Rodriguez as Vice Mayor.

MAYOR STRONG PRESIDING

3c. NOTICE OF PUBLIC HEARING: Discussion and Possible Introduction, Reading the Title of, and Waiving Further Reading of Proposed Ordinance Adding Chapter 8.28 to the Willits Municipal Code Entitled Vacant Commercial Property Registration and Property Maintenance Relating to the Required Registration and Maintenance of Vacant Commercial Buildings

Mayor Strong introduced the matter.

Public Comment: Ruby Pietrzak and David Rupe expressed concerns about the proposed ordinance. Alison Findley states that we are losing possible businesses because of the appearance of some of the vacant buildings; it appears to those coming into the City to inquire about starting a business that we do not have a municipal code or that enforcement is lax.

Discussion on when inspection should be required and amount of fees charged for registration of vacant buildings. Staff was instructed by council to take matter back to REVIT-ED committee, based on council discussion and direction, council will reassess in March 2018.

4. CONSENT CALENDAR

The following item(s) are recommended for approval:

- a. City Council Minutes:
 - October 30, 2017 – Special Meeting
 - November 8, 2017
- b. Disbursements Journal(s):
 - Warrant Nos. 31268-31275, Totaling \$2,246.00
 - Warrant Nos. 31276-31338, Totaling \$452,800.52
- c. Resolution (No. 2017-30) Authorizing Access to Criminal History Information for Employment, Licensing, or Certification Purposes, which includes Cannabis Licensing and Permitting

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

5. INFORMATIONAL REPORTS

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

- a. Building Inspection Activity Report(s) – November 2017

6. RIGHT TO APPEAL

None presented.

7. COMMISSIONS, AGENCIES AND AUTHORITIES

The Willits City Council meets concurrently as the City of Willits Planning Commission and City of Willits Successor Agency.
None presented.

8A. DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTIONS TO APPROVE AN AMENDMENT TO THE AGREEMENT WITH STEPHEN WILLIS FOR POLICE CHIEF SERVICES EXTENDING THE TERM OF THE AGREEMENT TO JUNE 30, 2018 AND APPROVAL OF A SHORT TERM AGREEMENT WITH MR. DON MACQUARRIE FOR ADMINISTRATIVE SERVICES.

Public Comment: None.

1st Motion

Moved by Orenstein/Seconded by Stranske and carried unanimously to adopt Resolution (No. 2017–31) and approve the amended agreement with Stephen Willis.

2nd Motion

Moved by Orenstein/Seconded by Rodriguez and carried unanimously to adopt Resolution (No. 2017–32) and approve the Short-Term Administrative Service agreement with Don MacQuarrie.

8B. DISCUSSION AND POSSIBLE APPROVAL TO SEND A LETTER TO THE BOARD OF SUPERVISORS EXPRESSING SUPPORT FOR AN EMERGENCY SECONDARY ACCESS TO THE BROOKTRAILS TOWNSHIP

Public Comment: Veronica Vannorsdel and Victoria Hernandez, both of Youth Advocates, spoke in support of a second access to Brooktrails.

Councilmembers Gonzalez and Rodriguez both spoke in favor of signing and sending the letter in support of the second access to Brooktrails.

Moved by Orenstein/Seconded by Stranske and carried unanimously to authorize the Mayor to sign a letter on the City’s behalf and direct staff to transmit to the County Board of Supervisors.

8C. CITY MANAGER REPORTS

Interim City Manager Perrault reported on the following:

- Icy weather is a concern and the public works crew is out sanding streets and bridges to resolve icy problems.
- Attended a meeting at the County to discuss what worked and what didn’t in terms of the Redwood Complex fire emergency. Primary one being communication and lack of it, brought this up with the OES coordinator at the county, will be following up with a letter.

9. DEPARTMENT RECOMMENDATIONS

- a. Administration (*including City Clerk, Finance, Human Resources, Legal*)

- 1) Discussion and Possible Approval of a New Job Classification for a Police Corporal, Effective December 18, 2017

Moved by Rodriguez/Seconded by Gonzalez and carried unanimously to approve job classification of Police Corporal, effective December 18, 2017.

- City Clerk did not report.
 - Finance did not report.
 - Human Resources no further reports.
 - Legal did not report.
- b. Public Safety
 - One officer has given final resignation; final date is December 28, 2017, with one other officer close behind to leave. One officer will be graduating from the College of the Redwoods tomorrow, December 14, 2017. Total of 6 officers, 1 Community Service Officer and 4 dispatchers working at the Police Dept.
 - c. Community Development (*including Planning, Building, and Code Enforcement*)
 - Owners of REMCO property have submitted an application to rezone the front portion of the building from industrial to commercial, upon receiving a successful rezone they do have hopes of upgrading that portion of the building and finding a tenant, no update on the back end of the property.
 - Staff continues to work with the City Manager to prioritize the work load and strategize how to be efficient with our time.
 - City Planner, Duley gave an Activity Report on Jim Robbins (Community Development Specialist). Jim was vital in helping develop the Cannabis Activity Permit, would not have been able to do it without him. We continue to rely on him for planning related duties every day. He continues to focus on grant opportunities as they come forward.
 - We have received 3 Cannabis Activity Permit applications, they are being reviewed by the different departments. He anticipates several more applications to come in by the end of the year. There are hopes in the ability to hire an Assistant Planner/Code Enforcement in the near future.
 - Update on the EV charging station, Staff has met with PG&E and Mendocino Land trust. Hoping to begin construction in January.
 - City Planner Duley would like to thank the owners of the dry cleaners for removing the building and for the continued testing of the property.
 - d. Public Works & Engineering (*including Engineering, Water and Wastewater Systems*)
 - 1) Discussion and Possible Approval of LED Lighting Retrofit Project for City-owned Facilities

Moved by Gonzalez/Seconded by Orenstein and carried unanimously to approve the replacement of florescent and compact florescent fixtures and lights with LED compatible fixtures and lights at the city owned buildings and award a contract to JivanLED for \$2,789.

Staff recommends that a contract be awarded to R.E.S. for an amount not to exceed \$13,250 to install the new LED lights by the end of January 2018.

(The project is attractive and feasible because PG&E currently offers a rebate program when retrofitting non-LED lights with LEDs. Please note – the rebate program will be changing at the beginning of the calendar year and will be less financially favorable to the City at that time.)

10. CITY COUNCIL AND COMMITTEE REPORTS

- a. League of California Cities – has not met.

- b. Mendocino Council of Governments (MCOG) – Met December 11, 2017
Public hearing on the unmet transit needs, could not come up with any they could afford so funds will go to the cities and the county.
Public hearing on State Route 162 going through last stages of funding.
- c. Economic Development and Financing Corporation (EDFC) – Met November 9, 2017
Broadband committee talked about what went wrong during the Redwood Complex Fire and getting ATT and Frontier to get better accounting of what happened and how they could do better in the future.
EDFC has lent almost \$6 million since 2000, has created 250 to 300 jobs, they moved in with West Company on Nov. 30, 2017.
WELL would like to use the services of EDFC and West Company for a "how to" revitalize Willits Economy.
- d. Mendocino Solid Waste Management (MSWMA-JPA) – Not met
- e. Mendocino Transit Authority (MTA) – Not met.
Would like to remind college students that MTA offers free bus service to Mendocino College you just need to get a sticker to put on your ID card.
- f. Local Agency Formation Commission (LAFCO) – Continued the public hearing on Fort Bragg municipal service review. Had 2 workshops with the South Coast Fire Protection District and Albion Fire Protection District.
- g. Finance Committee – Not Met
- h. Water & Wastewater Systems Committee – Not met
- i. Revit-ED Committee – Not met
- j. Ad Hoc Committees
 - Caltrans – Update on relinquishment project, Phase I to start in January, Trimming and removal of about 12 trees. Phase II will start this summer, being the infrastructure (sidewalks and anything to go in under the sidewalk) phase. Final phase will be paving. More money will be available for paving by doing it in 3 phases. Will not be complete until 2019.
 - JPA Feasibility Study for Wastewater Treatment Plant – Not met
- k. Other Committee Reports:
 - Museum Advisory Board – With Allison Glassey gone the board needs to step up and be more proactive in promoting the museum.
 - Visit Willits Tourism Board - All 13 members of the board have been seated. Council member Rodriguez is Chairman, Allison Findley Vice Chair, Jan Rodriguez is the CFO and Matthew Caine as secretary. Formed as a 501c3.

11. COUNCIL MEMBER REPORTS AND RECOMMENDATIONS

- a. Council Member Stranske stated he was concerned with the emergency procedures of the City. He would like to see the Community Center to be set up to be able to have natural gas hooked up to the stove in case of a PG&E shut down. Bob Perrault agreed that the City needs to update the Emergency Operations Plan. Council Member Orenstein expressed his pleasure in seeing the sales tax report.

No action taken.

12. ENACTMENT OF ORDINANCES

None presented.

13. GOOD & WELFARE

None.

14. CLOSED SESSION NOTICE

No Closed Session at tonight's meeting.

Mayor Strong adjourned the meeting at 10:03 p.m.

MADGE STRONG, Mayor

ATTEST:

DELORES PEDERSEN, 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 and rebroadcast on Saturday and 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.



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**WILLITS CITY COUNCIL
SPECIAL MEETING MINUTES
THURSDAY, DECEMBER 21, 2017**

Mayor Strong called a special meeting of the City Council to order at 5:17 p.m., in Council Chambers.

Roll Call: Councilmembers Gerardo Gonzalez, Larry Stranske, Ron Orenstein, Saprina Rodriguez and Mayor Madge Strong were present.

Also present were staff members: Bob Perrault, Interim City Manager; and Cathy Moorhead, City Clerk.

ADJOURNED TO CLOSED SESSION AT 6:18 P.M.

2. CLOSED SESSION NOTICE

a. Pursuant to Government Code §54957 – Recruitment: City Manager

Council reconvened to open session at 6:02 p.m., with no action to report from Closed Session

3. ADJOURNMENT

Mayor Strong adjourned the meeting at 6:02 p.m.

MADGE STRONG, Mayor

ATTEST:

CATHY MOORHEAD, City Clerk



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**WILLITS CITY COUNCIL
SPECIAL MEETING MINUTES
THURSDAY, JANUARY 4, 2018**

Mayor Strong called a special meeting of the City Council to order at 4:02 p.m., in Council Chambers.

Roll Call: Councilmembers Gerardo Gonzalez, Larry Stranske, Ron Orenstein, Saprina Rodriguez and Mayor Madge Strong were present.

Also present were staff members: Bob Perrault, Interim City Manager; and Cathy Moorhead, City Clerk.

ADJOURNED TO CLOSED SESSION AT 4:03 P.M.

2. CLOSED SESSION NOTICE

a. Pursuant to Government Code §54957 – Recruitment: City Manager

Council reconvened to open session at 4:57 p.m., with no action to report from Closed Session

3. ADJOURNMENT

Mayor Strong adjourned the meeting at 4:57 p.m.

MADGE STRONG, Mayor

ATTEST:

CATHY MOORHEAD, City Clerk

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
31339	12/01/17	AFLAC	4036 125 PLAN POLICY PRE	1,076.79	530194	171129		P N H	690.246
31340	12/01/17	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	1,061.55	530193	171129		P N H	690.236
31341	12/01/17	MENDOCINO CHILD SUPP	1057 PAYROLL DEDUCT CHILD	137.53	530192	171129		P N H	690.233
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	14.99	530191	171118		P N H	100.1002.2105.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	27.08	530191	171118		P N H	100.1002.2055.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	216.40	530191	171118		P N H	100.1001.2105.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	195.60	530191	171118		P N H	100.1003.2041.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	1,436.15	530191	171118		P N H	100.1016.2045.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	1,381.07	530191	171118		P N H	100.1005.2199.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	15.58	530191	171118		P N H	100.1001.2055.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	203.76CR	530191	171118		P N H	501.5013.2105.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	86.69	530191	171118		P N H	501.5011.2041.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	79.90	530191	171118		P N H	501.5013.2101.034
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	77.11	530191	171118		P N H	503.5031.2010.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	77.10	530191	171118		P N H	501.5011.2010.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	53.88	530191	171118		P N H	100.1015.2050.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	115.74	530191	171118		P N H	100.1005.2199.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	109.90	530191	171118		P N H	100.1005.2199.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	69.47	530191	171118		P N H	100.1005.2061.013
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	85.00	530191	171118		P N H	100.1042.2105.000
31342	12/05/17	BANK OF AMERICA	10 MONTHLY STATEMENT	14.99	530191	171118		P N H	100.1041.2041.000
				3,852.89	*CHECK TOTAL				
31343	12/12/17	MOORHEAD/CATHY	4420 CM INTERVIEW LUNCH	81.23	530195	14		P N H	100.1002.2105.000
31343	12/12/17	MOORHEAD/CATHY	4420 EMPLOYEE APPRECIATION	152.15	530196	171105		P N H	100.1005.2199.000
				233.38	*CHECK TOTAL				
31344	12/15/17	MENDOCINO CHILD SUPP	1057 PAYROLL DEDUCT CHILD	137.53	530200	171214		P N H	690.233
31345	12/15/17	FRANCHISE TAX BOARD	695 PAYROLL DEDUCT TAXES	547.74	530199	171214		P N H	690.233
31346	12/15/17	FRANCHISE TAX BOARD	695 PAYROLL DEDUCT TAXES	75.00	530198	171215		P N H	690.233
31347	12/15/17	FRANCHISE TAX BOARD	695 PAYROLL DEDUCT TAXES	350.94	530197	171214		P N H	690.233
GENERAL CHECK FORM				TOTAL	7,473.35				

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31348	12/15/17	AFLAC	4036 125 PLAN POLICY PRE	1,076.79	530025	375077		P N W 690.246
31349	12/15/17	ALPHA ANALYTICAL LAB	7 SEWER TESTING	3,191.50	530029	171130		P N W 501.5013.2061.015
31349	12/15/17	ALPHA ANALYTICAL LAB	7 WATER TESTING	3,132.00	530030	171130		P N W 503.5033.2061.015
				6,323.50	*CHECK TOTAL			
31350	12/15/17	AMERIGAS	5083 PROPANE	261.00	530028	3071900752		P N W 501.5013.2110.000
31351	12/15/17	ARAMARK UNIFORM SERV	4065 MATS/RAGS/MOPS	765.64	530031	171130		P N W 100.1016.2199.000
31351	12/15/17	ARAMARK UNIFORM SERV	4065 MATS/RAGS	610.25	530031	171130		P N W 501.5013.2199.000
31351	12/15/17	ARAMARK UNIFORM SERV	4065 MATS	18.94	530031	171130		P N W 100.1040.2081.030
31351	12/15/17	ARAMARK UNIFORM SERV	4065 MATS	18.94	530031	171130		P N W 100.1042.2081.030
				1,413.77	*CHECK TOTAL			
31352	12/15/17	AT&T	4123 POLICE DEPT	430.09	530026	10601090		P N W 100.1020.2015.000
31352	12/15/17	AT&T	4123 PUBLIC WORKS	101.17	530026	10601090		P N W 100.1040.2015.000
31352	12/15/17	AT&T	4123 ENGINEERING	101.17	530026	10601090		P N W 100.1042.2015.000
31352	12/15/17	AT&T	4123 POOL	12.91	530026	10601090		P N W 100.1030.2015.000
31352	12/15/17	AT&T	4123 SEWER PLANT	111.27	530026	10601090		P N W 501.5013.2015.000
31352	12/15/17	AT&T	4123 WATER PLANT	98.55	530026	10601090		P N W 503.5030.2015.000
31352	12/15/17	AT&T	4123 AIRPORT	34.06	530026	10601090		P N W 500.5001.2110.000
31352	12/15/17	AT&T	4123 4601-2-3 40%	413.31	530026	10601090		P N W 100.1002.2015.000
31352	12/15/17	AT&T	4123 24%	247.98	530026	10601090		P N W 265.2650.2015.000
31352	12/15/17	AT&T	4123 12%	123.99	530026	10601090		P N W 265.2650.2015.000
31352	12/15/17	AT&T	4123 12%	123.99	530026	10601090		P N W 100.1015.2015.000
31352	12/15/17	AT&T	4123 12%	123.99	530026	10601090		P N W 100.1010.2015.000
31352	12/15/17	AT&T	4123 PLANNING 9341 2/3	22.71	530026	10601090		P N W 265.2650.2015.000
31352	12/15/17	AT&T	4123 1/3	11.35	530026	10601090		P N W 100.1010.2015.000
				1,956.54	*CHECK TOTAL			
31353	12/15/17	AT&T	4615 WATER DEPT	104.85	530027	171119		P N W 503.5030.2015.000
31354	12/15/17	BANK OF AMERICA	10 COMPUTER SOFTWARE	808.89	530101	171118		P N W 651.6510.2199.000
31354	12/15/17	BANK OF AMERICA	10 COMPLEX FIRE MEALS	70.70	530102	171118		P N W 100.1020.2055.000
				879.59	*CHECK TOTAL			
31355	12/15/17	BUD GARMAN CONSTRUCT	4769 ROCK TRANSPORT	440.00	530032	12-2073		P M W 201.2011.2101.035
31356	12/15/17	BURTON/THOMAS	4635 METER TEST	35.00	530096	3795		P M W 503.5031.2041.000
31357	12/15/17	CANON FINANCIAL SERV	4784 COPIER LEASE	171.47	530035	18080741		P N W 100.1042.2095.000
31357	12/15/17	CANON FINANCIAL SERV	4784 COPIER LEASE	171.46	530035	18080741		P N W 100.1040.2095.000
				342.93	*CHECK TOTAL			
31358	12/15/17	CERATTO/MICHAEL	4787 CITY HALL JANITORIAL	800.00	530033	11		P M W 100.1016.2061.020
31358	12/15/17	CERATTO/MICHAEL	4787 CLEANING AFTER EVENT	25.00	530033	11		P M W 600.602
				825.00	*CHECK TOTAL			

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31359	12/15/17	COAST HARDWARE	31 MONTHLY STATEMENT	33.49	530038	171130		P N W 100.1022.2101.031
31359	12/15/17	COAST HARDWARE	31 MONTHLY STATEMENTS	49.91	530038	171130		P N W 100.1020.2055.000
31359	12/15/17	COAST HARDWARE	31 MONTHLY STATEMENT	4.29	530038	171130		P N W 501.5013.2101.034
31359	12/15/17	COAST HARDWARE	31 MONTHLY STATEMENT	12.92	530038	171130		P N W 501.5013.2045.000
				100.61	*CHECK TOTAL			
31360	12/15/17	COMCAST	4575 CITY HALL JANITORIAL	131.03	530034	171226		P N W 100.1007.2041.000
31361	12/15/17	CONDUENT BUSINESS SE	5115 TSA	4,195.29	530036	1426998		P N W 100.1007.2041.000
31362	12/15/17	COUNTY OF MENDOCINO	4440 VACCINATION K DEFRANCO	60.00	530037	2562		P N W 100.1005.2061.013
31363	12/15/17	DEEP VALLEY SECURITY	40 SECURITY	43.95	530039	322274		P N W 100.1040.2081.030
31363	12/15/17	DEEP VALLEY SECURITY	40 SECURITY	43.95	530039	322274		P N W 100.1042.2081.030
				87.90	*CHECK TOTAL			
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	153.79	530040	171201		P N W 100.1002.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	46.02	530040	171201		P N W 100.1010.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	82.92	530040	171201		P N W 100.1011.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	153.70	530040	171201		P N W 100.1042.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	42.24	530040	171201		P N W 100.1040.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	80.83	530040	171201		P N W 503.5030.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	23.72	530040	171201		P N W 501.5010.2055.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	321.48	530040	171201		P N W 503.5032.2041.000
31364	12/15/17	FISHMAN SUPPLY CO.	5132 MONTHLY STATEMENT	63.14	530040	171201		P N W 100.1005.2055.000
				967.84	*CHECK TOTAL			
31365	12/15/17	I B E W	255 EMPLOYEE CONTRIBUTION	463.73	530041	171215		P N W 690.235
31366	12/15/17	JOB CARE-PACIFIC REDW	5171 PRE EMP PHYSICAL ROBB	324.00	530042	542		P N W 100.1005.2061.013
31366	12/15/17	JOB CARE-PACIFIC REDW	5171 PRE EMP PHYSICAL WILL	349.00	530042	542		P N W 100.1005.2061.013
				673.00	*CHECK TOTAL			
31367	12/15/17	KENWOOD ENERGY	5172 SOLAR ANALYSIS	3,363.75	530043	171101		P M W 503.5033.2081.030
31368	12/15/17	LACO ASSOCIATES	4624 ENGINEERING SERVICE	2,765.89	530100	40392		P M W 213.2133.2081.030
31368	12/15/17	LACO ASSOCIATES	4624 ENGINEERING SERVICE	2,557.50	530100	40392		P M W 100.1042.2081.030
31368	12/15/17	LACO ASSOCIATES	4624 ENGINEERING SERVICE	7,004.06	530100	40392		P M W 503.5032.2061.012
				12,327.45	*CHECK TOTAL			
31369	12/15/17	LANCE/JAMES H.	4054 LEGAL SERVICES	3,885.00	530045	171207		P M W 100.1004.2081.030
31370	12/15/17	LES SCHWAB TIRES INC	4015 VEHICLE MAINT	127.73	530046	171220		P N W 100.1022.2044.000
31371	12/15/17	LITTLE LAKE AUTO PAR	46 V-BELT	11.40	530044	171130		P N W 501.5013.2041.000
31371	12/15/17	LITTLE LAKE AUTO PAR	46 WIPER BLADE	10.77	530044	171130		P N W 100.1042.2041.000
31371	12/15/17	LITTLE LAKE AUTO PAR	46 OIL	21.55	530044	171130		P N W 100.1041.2041.000
				43.72	*CHECK TOTAL			

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31372	12/15/17	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	1,061.55	530049	171214		P N W 690.236
31373	12/15/17	MC GEE/CORY OR ANGELA	.09797 WATER OVERPAYMENT	23.53	530050	10300090013		P N W 503.0503.6600.000
31374	12/15/17	MC GEE/MICHAEL	.09798 WATER DEPOSIT REFUND	53.07	530051	10105594003		P N W 503.111
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	117.80	530053	171130		P N W 100.1016.2045.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	52.73	530053	171130		P N W 100.1016.2081.030
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	171.90	530053	171130		P N W 100.1041.2041.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	14.48	530053	171130		P N W 100.1042.2055.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	178.64	530053	171130		P N W 100.1050.2101.045
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	21.75	530053	171130		P N W 100.1050.2045.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	8.62	530053	171130		P N W 201.2011.2041.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	71.51	530053	171130		P N W 201.2011.2101.045
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	26.15	530053	171130		P N W 500.5001.2045.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	55.45	530053	171130		P N W 501.5011.2041.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	126.15	530053	171130		P N W 501.5011.2061.020
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	20.69	530053	171130		P N W 501.5011.2101.045
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	61.88	530053	171130		P N W 501.5013.2101.034
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	506.78	530053	171130		P N W 501.5013.2041.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	10.45	530053	171130		P N W 501.5013.2101.045
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	234.90	530053	171130		P N W 501.5013.2045.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	48.65	530053	171130		P N W 501.5013.2101.045
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	26.90	530053	171130		P N W 501.5013.2101.033
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	15.52	530053	171130		P N W 503.5031.2010.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	224.30	530053	171130		P N W 503.5031.2041.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	9.50	530053	171130		P N W 503.5033.2101.034
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	81.18	530053	171130		P N W 503.5033.2041.000
31375	12/15/17	MENDO MILL & LUMBER	101 MONTHLY STATEMENT	52.31	530053	171130		P N W 503.5033.2045.000
				2,138.24	*CHECK TOTAL			
31376	12/15/17	MENDOZA/RUTH	.09799 WATER DEPOSIT REFUND	38.05	530052	10200900005		P N W 503.111
31377	12/15/17	MUNISERVICES, LLC	1441 SUTA SERVICES	838.18	530048	INV06-001073		P N W 100.1003.2081.030
31378	12/15/17	NORTHERN AGGREGATES	326 DRAIN ROCK	2,273.79	530055	55875		P N W 201.2012.2101.035
31378	12/15/17	NORTHERN AGGREGATES	326 BASE ROCK	1,072.14	530056	55616		P N W 501.5011.4003.003
31378	12/15/17	NORTHERN AGGREGATES	326 DRAIN ROCK	768.93	530057	55757		P N W 503.5031.2101.035
31378	12/15/17	NORTHERN AGGREGATES	326 BASE ROCK	573.61	530058	55669		P N W 503.5031.2101.035
31378	12/15/17	NORTHERN AGGREGATES	326 DRAIN ROCK	1,030.85	530059	55752		P N W 501.5011.2101.035
				5,719.32	*CHECK TOTAL			
31379	12/15/17	NORTHERN SAFETY CO.,	4101 SEWER PLANT SAFETY EQ	164.70	530054	902718116		P N W 501.5011.2101.033
31380	12/15/17	P G & E COMPANY	114 GRND WTR TRMNT PLANT	507.17	530065	171207		P N W 503.5032.2110.000
31381	12/15/17	PERPETUAL ENERGY SYS	4254 WATER PLANT SOLAR	4,490.63	530063	WIL-1711		P N W 503.5033.2110.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31382	12/15/17	PFINGSTEN/CYNDI	.09800 WATER DEPOSIT REFUND	37.07	530061	10300777505		P N W 503.111
31383	12/15/17	PINE RIDGE HEALTH	.09801 WATER DEPOSIT REFUND	51.31	530062	10106010003		P N W 503.111
31384	12/15/17	PITNEY BOWES	125 POSTAGE METER LEASE	467.95	530064	3101745203		P N W 100.1020.2095.000
31385	12/15/17	PITNEY BOWES	4507 CITY HALL POSTAGE	1,121.16	530060	171126		P N W 100.1002.2055.000
31386	12/15/17	REBER/THOMAS	.09802 TRAVEL REIMBURSEMENT	100.00	530069	171211		P N W 100.1005.2105.000
31387	12/15/17	REDWOOD COAST FUELS	5118 REGULAR FUEL	924.05	530070	86835		P N W 100.125
31387	12/15/17	REDWOOD COAST FUELS	5118 REGULAR FUEL	548.59	530071	85697		P N W 100.125
				1,472.64	*CHECK TOTAL			
31388	12/15/17	REDWOOD CREDIT UNION	5056 HSA ACCOUNT CONTRIB	5,307.79	530068	171201		P N W 690.231
31389	12/15/17	ROSENQUIST/CRAIG	5137 SECURITY MONITORING	210.00	530067	2641		P M W 503.5033.2110.000
31390	12/15/17	RSG INC.	4658 ROPS	240.00	530066	I003040		P N W 265.2650.2081.030
31391	12/15/17	SAVINGS BANK OF MEND	5063 HSA ACCOUNT DEPOSIT	649.97	530077	171201		P N W 690.231
31392	12/15/17	SHN CONSULTING	1673 MAPLE & LAUREL MATE	1,546.00	530078	94177		P M W 202.2020.4003.001
31392	12/15/17	SHN CONSULTING	1673 HOLLY ST SEWER MATE	2,012.00	530079	94200		P M W 501.5011.4003.001
				3,558.00	*CHECK TOTAL			
31393	12/15/17	SIERRA DISPLAY INC	4555 CHRISTMAS DECOR LIGHT	213.45	530083	22520		P N W 100.1041.2041.000
31394	12/15/17	SILVA SEPTIC INC	4577 PORT RESTROOM RENTAL	145.63	530084	70502		P N W 201.2012.2101.045
31395	12/15/17	SILVER SPOON STORAGE	5144 REMCO FILES STORAGE	41.40	530085	171201		P N W 600.630
31396	12/15/17	SNYDER INDUSTRIES IN	5170 FERRIC TANK TAX	88.87	530081	277443		P N W 503.5033.2101.034
31397	12/15/17	SOLID WASTE OF WILLI	330 BIN SERVICE	432.04	530080	105		P M W 501.5013.2199.000
31397	12/15/17	SOLID WASTE OF WILLI	330 REFUSE	18.00	530087	16		P M W 100.1020.2199.000
				450.04	*CHECK TOTAL			
31398	12/15/17	STATE WATER RES CONT	468 GRADE III CERT S.MATT	225.00	530088	171215		P N W 501.5013.2001.002
31399	12/15/17	STATE WATER RESOURCE	4392 ANNUAL PERMIT FEE	21,415.00	530073	WD-0131886		P N W 213.2130.2001.002
31399	12/15/17	STATE WATER RESOURCE	4392 ANNUAL PERMIT FEE	2,088.00	530074	WD-0131052		P N W 503.5030.2001.002
31399	12/15/17	STATE WATER RESOURCE	4392 ANNUAL PERMIT FEE	6,802.00	530075	WD-0126656		P N W 501.5013.2001.002
31399	12/15/17	STATE WATER RESOURCE	4392 ANNUAL PERMIT FEE	500.00	530076	WD-0127203		P N W 503.5030.2001.002
31399	12/15/17	STATE WATER RESOURCE	4392 RECYCLED WATER FEES	1,753.50	530095	RW-1012683		P N W 501.5013.2001.002
				32,558.50	*CHECK TOTAL			
31400	12/15/17	STEVE TAYLOR EXCAVAT	5159 HOLLY ST SEWER REP	11,819.11	530082	171205		P M W 501.5011.4003.001

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31401	12/15/17	STEVENSON/KAREN	5073 CALPELRA MILEAGE REIM	247.71	530072	171213		P N W 100.1002.2105.000
31402	12/15/17	SUPER 8 WILLITS	5161 INT POLICE CHIEF LODG	989.23	530086	171204		P N W 100.1020.2105.000
31403	12/15/17	TELECOM SERVICES	4691 MAINT CONTRACT	570.00	530091	9185		P N W 100.1040.2015.000
31404	12/15/17	THOMSON REUTERS - WE	4122 LEGAL UPDATES	388.40	530089	837288600		P N W 100.1004.2050.000
31405	12/15/17	TUTTLE/ASHLYNNE	.09803 WATER DEPOSIT REFUND	35.22	530090	10201010009		P N W 503.111
31406	12/15/17	US SECURITY SUPPLY	4866 STEEL LOUVERS	208.24	530092	IN149539		P N W 100.1016.2045.000
31407	12/15/17	USA BLUEBOOK	3997 PRESSURE TRANSMITTER	923.84	530093	427541		P N W 503.5031.4003.000
31407	12/15/17	USA BLUEBOOK	3997 OVER SOCK BOOTS/SULFU	187.48	530093	427541		P N W 503.5031.2041.000
				1,111.32	*CHECK TOTAL			
31408	12/15/17	W P O A	262 EMPLOYEE CONTRIBUTION	717.64	530094	171215		P N W 690.234
31409	12/15/17	WILLITS NEWS	179 EMPLOYMENT ADV	500.38	530098	6066775-01		P N W 100.1005.2091.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	215.75	530099	171201		P M W 100.1041.2010.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	30.00	530099	171201		P M W 201.2011.2041.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	1,067.95	530099	171201		P M W 201.2011.4002.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	1,294.50	530099	171201		P M W 501.5011.4003.003
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	23.71	530099	171201		P M W 501.5013.2041.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	94.93	530099	171201		P M W 501.5013.2010.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	94.92	530099	171201		P M W 503.5032.2010.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	182.39	530099	171201		P M W 503.5031.2041.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	528.49	530099	171201		P M W 503.5031.2010.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	97.03	530099	171201		P M W 503.5033.2010.000
31410	12/15/17	WILLITS POWER	1245 MONTHLY STATEMENT	91.68	530099	171201		P M W 503.5033.2081.030
				3,721.35	*CHECK TOTAL			
31411	12/15/17	WONDERWARE	5173 SUPPORT SERVICE	1,583.00	530097	163852		P N W 503.5033.2081.030
GENERAL CHECK FORM			TOTAL	123,950.84				

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WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31412	12/27/17	CESAR TOSQUI VINYARD	.09804 REMIF CONFERENCE GIFT	500.00	530201	201		P N H 100.1001.2199.000
31419	12/29/17	PETTY CASH	123 CHECK VOID MISPRINT	0.01	530202	1		P N H 100.1002.2055.000
31419	12/29/17	PETTY CASH	123 CHECK VOID MISPRINT	0.01CR	530203	1		P N H 100.1002.2055.000
				0.00	*CHECK TOTAL			
31420	12/29/17	PETTY CASH	123 CHECK VOID MISPRINT	0.01	530204	1		P N H 100.1002.2055.000
31420	12/29/17	PETTY CASH	123 VOID CHECK MISPRINT	0.01CR	530205	1		P N H 100.1002.2055.000
				0.00	*CHECK TOTAL			
GENERAL CHECK FORM								
			TOTAL	500.00				

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
31413	12/29/17	AFLAC	4036 125 PLAN POLICY PRE	1,076.79	530183	546498		P N H	690.246
31414	12/29/17	MASSMUTUAL RETIREMEN	4870 DEFERRED COMPENSATI	1,061.55	530189	171228		P N H	690.236
31415	12/29/17	MENDOCINO CHILD SUPP	1057 PAYROLL DEDUCT CHILD	137.53	530190	171228		P N H	690.233
31416	12/29/17	FRANCHISE TAX BOARD	695 PAYROLL DEDUCT FOR TA	679.53	530185	171228		P N H	690.233
31417	12/29/17	FRANCHISE TAX BOARD	695 PAYROLL DEDUCT FOR TAX	75.00	530186	171228		P N H	690.233
31418	12/29/17	FRANCHISE TAX BOARD	695 PAYROLL DEDUCT FOR TA	532.24	530187	171228		P N H	690.233
31421	12/29/17	ATLANTIC COAST POLYM	4351 RESIN COMPOUND	6,670.00	530103	23903		P N W	501.5013.2101.034
31422	12/29/17	AUTO MART REPAIR & T	4791 VEHICLE MAINT UNIT 25	867.43	530104	22951		P M W	100.1022.2044.000
31423	12/29/17	AXON ENTERPRISE INC	5174 BODY CAMERA	5,237.37	530105	SI1513006		P N W	651.6510.2199.000
31424	12/29/17	BAECHTEL GROVE SCHOO	4741 WEB LEADER PROGRAM	2,500.00	530108	171219		P N W	600.626
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	14.99	530136	171218		P N W	100.1002.2105.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	1,629.40	530136	171218		P N W	100.1001.2105.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	14.99	530136	171218		P N W	100.1002.2105.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	94.06	530136	171218		P N W	100.1005.2199.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	38.99	530136	171218		P N W	100.1001.2199.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	96.59	530136	171218		P N W	100.1016.2025.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	129.46	530136	171218		P N W	503.5033.2055.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	307.53	530136	171218		P N W	503.5033.2105.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	222.00	530136	171218		P N W	501.5013.2105.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	1,018.99	530136	171218		P N W	213.2133.2101.045
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	280.82	530136	171218		P N W	100.1005.2199.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	325.00	530136	171218		P N W	100.1005.2091.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	1,187.21	530136	171218		P N W	100.1005.2105.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	36.55	530136	171218		P N W	651.6510.2199.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	20.00	530136	171218		P N W	100.1005.2061.013
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	43.04	530136	171218		P N W	100.1022.2044.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	35.90	530136	171218		P N W	100.1020.2199.000
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	1,225.90	530136	171218		P N W	100.1022.2101.032
31425	12/29/17	BANK OF AMERICA	10 MONTHLY STATEMENT	65.16	530136	171218		P N W	100.1020.2199.000
31425	12/29/17	BANK OF AMERICA	10 TRAINING LODGING/PERD	207.13	530184	171218		P N W	100.1010.2105.000
				6,993.71	*CHECK TOTAL				
31426	12/29/17	BASHORE CONSTRUCTION	5003 REC GROVE TREE REMO	2,200.00	530107	32-2017		P M W	100.1050.2081.030
31427	12/29/17	BROOKTRAILS TOWNSHIP	491 AIRPORT WATER/SEWER	193.29	530106	CIT0001		P N W	500.5001.2111.000
31428	12/29/17	CALIFORNIA SURVEYING	410 TELESCOPIC ROD	410.11	530112	93976/1		P N W	100.1042.2041.000
31428	12/29/17	CALIFORNIA SURVEYING	410 TRAVERSE KIT	173.13	530113	93864/1		P N W	100.1042.2041.000
				583.24	*CHECK TOTAL				

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31429	12/29/17	CEB	4280 LEGAL UPDATES	266.33	530111	171207		P N W 100.1004.2050.000
31430	12/29/17	CERATTO/MICHAEL	4787 CITY HALL JANITORIAL	800.00	530137	12		P M W 100.1016.2061.020
31430	12/29/17	CERATTO/MICHAEL	4787 EVENT CLEAN UP 12/17	100.00	530137	12		P M W 600.602
31430	12/29/17	CERATTO/MICHAEL	4787 PW JANITORIAL SVCS	130.00	530138	06		P M W 100.1040.2081.030
31430	12/29/17	CERATTO/MICHAEL	4787 ENG JANITORIAL SVCS	130.00	530138	06		P M W 100.1042.2081.030
				1,160.00	*CHECK TOTAL			
31431	12/29/17	CHIEF SUPPLY CORP IN	2001 OFFICER EQUIP/SUPPLIE	717.67	530116	310678		P M W 100.1022.2101.033
31432	12/29/17	CLEMENTI/MARK	1051 PRE-EMP PSYCH EVAL	685.00	530115	11-22-17		P M W 100.1005.2061.013
31433	12/29/17	COAST RANGE DIGITAL	4048 VIDEO COUNCIL MEETING	350.00	530109	17 28		P M W 100.1001.2081.030
31434	12/29/17	COUNTY OF MENDOCINO	5004 IT SERVICES	1,883.24	530110	201711-6		P N W 100.1007.2081.030
31435	12/29/17	CRITICAL REACH	4557 CRIME BULLETIN SERVIC	285.00	530114	18-602		P N W 100.1020.2015.000
31436	12/29/17	DASH MEDICAL GLOVES	4863 EXAM GLOVES	152.97	530118	INV1085509		P N W 100.1022.2101.033
31436	12/29/17	DASH MEDICAL GLOVES	4863 EXAM GLOVES	229.44	530119	INV1084035		P N W 100.1022.2101.033
				382.41	*CHECK TOTAL			
31437	12/29/17	DEEP VALLEY SECURITY	40 PD SECURITY	60.00	530120	321836		P N W 100.1020.2081.030
31438	12/29/17	DELUXE	4919 DEPOSIT SLIPS	185.21	530117	2041110942		P N W 100.1002.2055.000
31439	12/29/17	DOOLEY ENTERPRISES I	5156 TRAINING AMMO	210.21	530121	54669		P N W 100.1022.2101.032
31440	12/29/17	E & M ELECTRIC & MAC	5027 SOFTWARE SUPPORT	1,583.00	530124	312433		P N W 501.5013.2081.030
31441	12/29/17	EBA ENGINEERING INC	3985 UST MONITORING	270.00	530122	31928		P N W 201.2011.2081.030
31442	12/29/17	ENTENMANN-ROVIN	392 CHIEFS BADGE	116.54	530123	0131580-IN		P N W 651.6510.2199.000
31443	12/29/17	FISHER WIRELESS	4105 PD RADIO MAINT	1,176.30	530127	2461		P N W 100.1020.2041.000
31443	12/29/17	FISHER WIRELESS	4105 PD RADIO	69.04	530128	229093		P N W 100.1020.2041.000
				1,245.34	*CHECK TOTAL			
31444	12/29/17	FORT BRAGG ELECTRIC	4178 AIRPORT RUNWAY ELECTR	261.00	530126	286642		P N W 500.5001.2081.030
31445	12/29/17	FRYMAN SEPTIC TANK S	56 PORTA POTTY RENTAL	362.50	530125	599158		P M W 100.1016.2045.000
31445	12/29/17	FRYMAN SEPTIC TANK S	56 PORTA POTTY RENTAL	362.50	530125	599158		P M W 501.5011.2081.030
				725.00	*CHECK TOTAL			
31446	12/29/17	GOLDEN STATE OVERNIG	4728 EVIDENCE SHIPPING	19.56	530130	3497107		P N W 100.1022.2101.031
31447	12/29/17	GOVINVEST INC.	5119 GASB 68 ANALYSIS	2,000.00	530129	1289		P M W 100.1003.2081.030

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31448	12/29/17	HARRIS/KAREN	4674 ADV DIS PENSION PMT	2,364.55	530188	171228		P N W 100.1022.1014.000
31449	12/29/17	HEWETT/DONALD KEITH	4039 TOWING SERVICE	280.00	530131	52848		P M W 100.1022.2044.000
31450	12/29/17	JOB CARE	5175 PRE EMP EXAM	353.00	530132	572		P N W 100.1005.2061.013
31451	12/29/17	L.N. CURTIS & SONS	4716 BODY ARMOR	681.21	530133	INV146804		P N W 100.1022.2101.033
31451	12/29/17	L.N. CURTIS & SONS	4716 NAMETAG	12.95	530134	INV142576		P N W 651.6510.2199.000
31451	12/29/17	L.N. CURTIS & SONS	4716 CARRIER	214.48	530135	INV140540		P N W 100.1022.2101.033
				908.64	*CHECK TOTAL			
31452	12/29/17	MARTIN'S ELECTRIC	4795 REPAIR PUMP & MOTOR	661.75	530148	22289		P M W 503.5033.2041.000
31453	12/29/17	MEAD & HUNT INC	4031 AWOS	5,630.90	530139	271527		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 AWOS	3,213.56	530140	273299		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 AWOS	549.07	530141	274232		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 AWOS	3,430.71	530142	274691		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 RWY PVMT REHAB	4,774.95	530143	271526		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 RWY PVMT REHAB	8,529.21	530144	273298		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 RWY PVMT REHAB	5,450.34	530145	274231		P N W 500.5001.2081.030
31453	12/29/17	MEAD & HUNT INC	4031 RWY PVMT REHAB	7,786.30	530146	274689		P N W 500.5001.2081.030
				39,365.04	*CHECK TOTAL			
31454	12/29/17	MENDOCINO JANITORIAL	4255 JANITORIAL SERVICES	1,100.00	530149	946868		P M W 100.1016.2061.020
31455	12/29/17	MOORHEAD/CATHY	4420 MILEAGE REIMBURSEMENT	23.10	530147	171227		P N W 100.1001.2105.000
31456	12/29/17	MOTOROLA SOLUTIONS I	5094 PORTABLE RADIOS	28,967.80	530151	13191955		P N W 651.6510.2199.000
31457	12/29/17	MUNISERVICES, LLC	1441 STARS SVC 2ND QTR 201	500.00	530150	INV06-001440		P N W 100.1003.2081.030
31458	12/29/17	NUESTRA ALIANZA DE W	4442 2018 ANTI DRUG/GANG	7,000.00	530152	171219		P N W 600.626
31459	12/29/17	P G & E COMPANY	114 ENGINEERING	76.63	530153	171215		P N W 100.1042.2110.000
31459	12/29/17	P G & E COMPANY	114 PARKS	105.00	530153	171215		P N W 100.1050.2110.000
31459	12/29/17	P G & E COMPANY	114 SEWER	8.12	530153	171215		P N W 501.5013.2110.000
31459	12/29/17	P G & E COMPANY	114 WATER	22.72	530153	171215		P N W 503.5033.2110.000
31459	12/29/17	P G & E COMPANY	114 PUBLIC WORKS	76.62	530153	171215		P N W 100.1040.2110.000
				289.09	*CHECK TOTAL			
31460	12/29/17	PACE SUPPLY CORP	12 MONTHLY STATEMENT	1,463.49	530154	171225		P N W 503.5031.2101.038
31460	12/29/17	PACE SUPPLY CORP	12 MONTHLY STATEMENT	798.61	530154	171225		P N W 503.5031.2041.000
				2,262.10	*CHECK TOTAL			
31461	12/29/17	R E M I F	135 MEDICAL INS PREMIU	57,858.00	530158	171228		P N W 690.231
31461	12/29/17	R E M I F	135 DENTAL INS PREMIUM	4,808.00	530158	171228		P N W 690.231
31461	12/29/17	R E M I F	135 VISION INS PREMIUM	946.40	530158	171228		P N W 690.231
31461	12/29/17	R E M I F	135 EAP INS PREMIUM	127.84	530159	171228		P N W 690.231
				63,740.24	*CHECK TOTAL			

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31462	12/29/17	RAMSEY/DAN	4773 AIRPORT MGMT SVCS	1,833.00	530156	171130		P M W 500.5001.2081.030
31463	12/29/17	REDWOOD COAST FUELS	5118 REG FUEL	688.02	530160	86623		P N W 100.125
31463	12/29/17	REDWOOD COAST FUELS	5118 DIESEL FUEL	515.32	530160	86623		P N W 100.126
31463	12/29/17	REDWOOD COAST FUELS	5118 REG FUEL	1,162.57	530161	86669		P N W 100.125
				2,365.91	*CHECK TOTAL			
31464	12/29/17	REDWOOD TOXICOLOGY	4820 LAB TESTING	50.00	530157	1930201711		P N W 100.1020.2061.014
31465	12/29/17	SHERWOOD VALLEY RANC	4326 CLEANING DEPOSIT REFU	200.00	530165	171221		P N W 600.602
31466	12/29/17	SHN CONSULTING	1673 HOLLY ST SEWER REHA	1,323.00	530164	94486		P M W 501.5011.4003.001
31467	12/29/17	SILVA SEPTIC INC	4577 LEACHATE DISPOSAL	550.00	530163	70711		P N W 213.2133.2101.045
31468	12/29/17	STATE OF CALIFORNIA	843 BLOOD ALCOHOL ANALYSI	315.00	530166	269981		P N W 100.1020.2061.014
31468	12/29/17	STATE OF CALIFORNIA	843 FINGERPRINT APPS	202.00	530167	271383		P N W 100.1020.2061.014
31468	12/29/17	STATE OF CALIFORNIA	843 BLOOD ALCOHOL ANALYSI	245.00	530168	275172		P N W 100.1020.2061.014
				762.00	*CHECK TOTAL			
31469	12/29/17	STATE WATER RES CONT	468 GRADE D2 EXAM UNANGST	65.00	530162	171228		P N W 503.5030.2001.002
31470	12/29/17	TOSHIBA	4263 CITY HALL COPIER	912.35	530169	345790901		P N W 100.1002.2095.000
31470	12/29/17	TOSHIBA	4263 PLANNING COPIER	64.33	530169	345790901		P N W 100.1010.2055.000
31470	12/29/17	TOSHIBA	4263 CODE ENF COPIER USAGE	64.33	530169	345790901		P N W 100.1011.2055.000
31470	12/29/17	TOSHIBA	4263 BUILDING COPIER USAGE	64.33	530169	345790901		P N W 100.1015.2055.000
31470	12/29/17	TOSHIBA	4263 SA COPIER USAGE	64.33	530169	345790901		P N W 265.2650.2055.000
				1,169.67	*CHECK TOTAL			
31471	12/29/17	UKIAH PAPER SUPPLY I	164 PAPER TOWEL/BATH TISSU	87.82	530170	171220		P N W 503.5033.2055.000
31471	12/29/17	UKIAH PAPER SUPPLY I	164 DISINFECTANT/SCREEN	134.00	530170	171220		P N W 100.1050.2101.045
				221.82	*CHECK TOTAL			
31472	12/29/17	UNITED PARCEL SERVIC	165 SHIPPING	3.89	530171	958793517		P N W 100.1042.2055.000
31472	12/29/17	UNITED PARCEL SERVIC	165 SHIPPING	5.51	530171	958793517		P N W 503.5032.2041.000
31472	12/29/17	UNITED PARCEL SERVIC	165 SHIPPING	6.06	530171	958793517		P N W 100.1042.2055.000
31472	12/29/17	UNITED PARCEL SERVIC	165 SHIPPING	28.80	530171	958793517		P N W 100.1020.2055.000
				44.26	*CHECK TOTAL			
31473	12/29/17	UNIVAR USA INC	655 CHLORIDE	10,425.81	530172	SJ851999		P N W 503.5033.2101.034
31473	12/29/17	UNIVAR USA INC	655 CREDIT	1,980.93CR	530173	OACCMSJ399774B		P N W 503.5033.2101.034
				8,444.88	*CHECK TOTAL			
31474	12/29/17	USA BLUEBOOK	3997 INSULATED BLANKET	131.87	530174	443933		P N W 100.1050.2101.045
31474	12/29/17	USA BLUEBOOK	3997 FILTER/BEAKER/TEST ST	610.77	530175	436049		P N W 501.5013.2101.034
				742.64	*CHECK TOTAL			
31475	12/29/17	VERIZON WIRELESS	4828 HR	53.84	530176	171215		P N W 100.1005.2015.000
31475	12/29/17	VERIZON WIRELESS	4828 PUBLIC WORKS	0.68	530176	171215		P N W 100.1040.2015.000
31475	12/29/17	VERIZON WIRELESS	4828 ENGINEERING	161.52	530176	171215		P N W 100.1042.2015.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
GENERAL CHECK FORM								
31475	12/29/17	VERIZON WIRELESS	4828 SEWER	41.70	530176	171215		P N W 501.5013.2015.000
31475	12/29/17	VERIZON WIRELESS	4828 WATER DEPT	92.29	530176	171215		P N W 503.5030.2015.000
31475	12/29/17	VERIZON WIRELESS	4828 GRND WTR TMNT PLANT	306.73	530176	171215		P N W 503.5032.2110.000
31475	12/29/17	VERIZON WIRELESS	4828 POLICE	294.85	530176	171215		P N W 100.1020.2015.000
				951.61	*CHECK TOTAL			
31476	12/29/17	WHISPERING PINES WAT	5131 PD WATER	87.50	530180	20171130		P M W 100.1020.2199.000
31477	12/29/17	WILLITS HIGH SCHOOL	4739 LINK CREW PROGRAM	3,000.00	530179	171219		P N W 600.626
31478	12/29/17	WILLITS NEWS	179 LEGAL CLASSIFIED	82.31	530177	1093657		P N W 100.1010.2090.000
31479	12/29/17	WILLITS SOBER GRAD	4381 SOBER GRAD PROGRAM	2,000.00	530178	171219		P N W 600.626
31480	12/29/17	YOKUM'S BODY SHOP, I	4609 PATROL CAR REPAIR/P	3,697.56	530181	1B6FD27A		P N W 100.1022.2044.000
31480	12/29/17	YOKUM'S BODY SHOP, I	4609 PATROL CAR REPAIR/P	3,727.66	530182	D1206B82		P N W 100.1022.2044.000
				7,425.22	*CHECK TOTAL			
GENERAL CHECK FORM			TOTAL	220,347.32				



Item No. 4c

Meeting Date: January 10, 2018

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Bob Perrault, Interim City Manager

Agenda Title: CONSIDERATION OF A RESOLUTION RESTRICTING PARKING ON BOTH EAST AND WEST SIDE OF N. MAIN STREET ADJACENT TO WILLITS HIGH SCHOOL

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

Summary: Recently Cal Trans installed a 2 way (north and south) class 4 bike lane on the east side of North Main Street. After further review by both the City and Cal Trans it has been determined that relocating the south bound lane to the west side of North Main Street would be a better configuration for both vehicles and bicyclists. The unusual bike lane configuration and its proximity to the local High School could present interface problems in a high traffic area at different times of the day.

Location of the south bound lane to the west side of North Main at this time would require a downgrading of the bike lane class to a shared bike lane for the time being to accommodate width considerations. Once Cal Trans undertakes the final striping associated with the final repaving as a part of the relinquishment the traffic patterns will be adjusted and the south bound bike lane will be returned to a class 2 bike lane.

In order to enable the installation of the bike lanes it is recommended parking be restricted on both sides of North Main, adjacent to the bike lanes. Consequently staff is recommending the adoption of the attached resolution restricting the parking. Cal Trans will be responsible for completing any curb painting and signage required to make the no- parking zones enforceable.

Recommended Action: It is recommended the Council adopt the attached resolution designating no parking zones adjacent to bike lanes in the vicinity of Willits High School.

Alternative(s): The alternative would be not to adopt the resolution and direct the bike lane configuration adjacent to the High School.

Fiscal Impact: In taking this action there is no cost to the City. Cal Trans will be responsible for installing the signage and painting required for the enforcement of the no- parking restrictions.

Personnel Impact: There is no personnel impact.

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2018-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS RESTRICTING PARKING ON PORTIONS OF NORTH MAIN STREET ADJACENT TO WILLITS HIGH SCHOOL

WHEREAS, It is the Policy of the City of Willits to promote the use of alternative transportation methods in a safe ad responsible manner; and

WHEREAS, the installation of bike lanes on both east and west side of North Main Street will assist in implementing this policy; and

WHEREAS, the California Department of Transportation (Cal Trans) will install said bike lanes at no cost to the City before the Relinquishment of MEN-101U; and

WHEREAS, California Vehicle Code (CVC) Section 22 allows local authorities to pass a resolution to “prohibit or restrict the stopping, standing, or parking of vehicles on a State Highway in their respective jurisdictions” with the approval of the Department of Transportation; and

WHEREAS The State of California, Cal Trans has requested the City take such action to restrict parking adjacent to certain bike lanes,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willits does authorize the following:

1. The restriction of parking on the east side of Men- 101U beginning at the north side of Willits Creek Bridge (#10-0015), approximately 140 feet south of the intersection of Sherwood Road , and extending north to the end of the sidewalk at the north end of the Tennis Courts, approximately 50 feet south of the intersection with Casteel Lane.
2. The restriction on the west side of MEN-101U beginning approximately 290 feet north of the Sherwood Road intersection and extending south to the south side of the Willits Creek Bridge (#10-0015), approximately 50 feet south of the Bittenbender lane intersection.

The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 10th day of January, 2018, by the following vote:

AYES:
NOES:
ABSENT:

MADGE STRONG, Mayor
City Council of the City of Willits

ATTEST:

CATHY MOORHEAD, City Clerk



Item No. 4d

Meeting Date: January 10, 2018

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Bob Perrault, Interim City Manager

Agenda Title: ADOPT A RESOLUTION ACCEPTING THE CONSTRUCTION COMPLETION OF THE HOLLY STREET SEWER MAIN REPLACEMENT PROJECT, CONTRACT NO. 2017-01 AND AUTHORIZING THE FILING OF THE NOTICE OF COMPLETION

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

Summary of Request: On August 9, 2017, the City Council awarded a construction contract to Steve Taylor Excavation, Inc., for the construction of the Holly Street Sewer Main Rehabilitation Project, Contract No. 2017-01, in the amount of \$150,485.

The City of Willits Engineering Department has reviewed the project and determined that it has been completed in compliance with the project plans and specifications. The project costs came in at the contracted amount of \$150,485.

Recommended Action: Adopt a resolution accepting the Holly Street Sewer Main Replacement Project, Contract No. 2017-01 as complete and authorize the City Manager to file the Notice of Completion.

Alternative(s): None Recommended

Fiscal Impact: The project costs came in at the contracted amount of \$150,485. There were sufficient funds budgeted in 501-5011-4003-001 to cover the cost of construction.

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. 2018-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS ACCEPTING CONSTRUCTION OF THE HOLLY STREET SEWER MAIN REPLACEMENT PROJECT, CONTRACT NO. 2017-01, AND AUTHORIZING FILING A NOTICE OF COMPLETION

WHEREAS, the final inspection of the Holly Street Sewer Main Replacement Project, Contract No. 2017-01, 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 Steve Taylor Excavation, 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 a regular meeting of the City Council of the City of Willits, held on the 10th day of January, 2018, by the following vote:

AYES:
NOES:
ABSENT:

ATTEST:

MADGE STRONG, Mayor
City Council of the City of Willits

CATHY MOORHEAD, City Clerk

**CITY OF WILLITS
BUILDING INSPECTION ACTIVITY REPORT**

FOR THE MONTH OF: December 2017

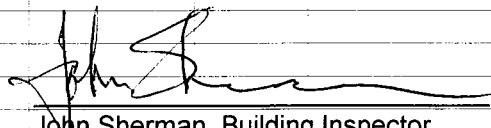
NEW CONSTRUCTION	LIVING UNITS	BLDG. PERMITS	VALUATION
1) Single Family Dwellings			
2) Two Family Dwelling			
3) Three and Four Family Dwelling			
4) Five or More Family Dwelling			
5) Moved Dwellings and Modular Units			
6) Hotels and Motels			
7) Amusement and Recreation Buildings			
8) Churches and Religious Buildings			
9) Industrial Buildings			
10) Private Garages and Carports			
11) Service Station and Repair Garages			
12) Office, Bank and Professional Buildings			
13) Stores and Similar Buildings			
14) Warehouse and Agriculture Buildings			
MISCELLANEOUS CONSTRUCTION			
15) Reroof, Siding, Windows, Etc.		2	\$ 4,500.00
16) Heating and Air Conditioning		1	\$ 5,113.00
17) Electric, Mechanical, Plumbing		1	\$ 38,280.00
18) Demolition and Grading			
STRUCTURES OTHER THAN BUILDINGS			
19) Foundations, Pools, Walls, Signs, etc.			
CONVERSIONS			
20) Non-Residential to Residential			
21) Residential to Non-Residential			
ADDITIONS AND ALTERATIONS			
22) Residential Buildings		1	\$ 2,000.00
23) Non-Residential Buildings			
TOTALS		5	\$ 49,893.00

COMPARISON		TYPE OF PERMIT AND OTHER REVENUE		
			#'s	FEE'S
Valuation This Month	\$ 49,893.00	Building	4	\$ 721.65
Same Month Last Year	\$ 377,200.00	Electrical		
		Mechanical	1	\$ 125.25
Revenue This Month	\$ 1,326.95	Plumbing		
Same Month Las Year	\$ 7,271.21	Grading		
		Demolition		
Permits This Month	5	Plan Check	2	\$ 391.23
Same Month Last Year	10	SMIP	5	\$ 12.97
		BSF	5	\$ 6.00
		GPM	5	\$ 69.85
TOTALS TO DATE THIS FISCAL YEAR		TOTALS:	5	\$ 1,326.95
Construction Valuation	\$ 3,972,270.00			
Fees Collected	\$ 51,234.52			
No. of Permits	94			

TOTALS TO SAME DATE LAST YEAR

Construction Valuation	\$ 1,412,395.00
Fees Collected	\$ 25,858.47
No. of Permits	99

Respectfully Submitted:



John Sherman, Building Inspector

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

DATE: 1/2/18

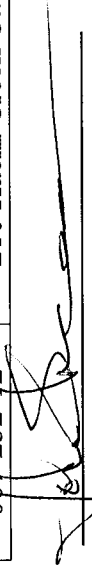
TO:

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 December, 2017

PARCEL#	ADDRESS	PERMIT #	WORK DONE	VALUE	DATE
006-052-38	345 Boscabelle Ave.	8823	Tearoff Reroof	3500	12/4/17
006-182-30	261 Franklin Ave.	8824	12.7 kw PV Solar Array	38280	12/4/17
007-091-02	97 Baechtel Rd.	8825	Window replacement	1000	12/4/17
005-147-03	29 S. Main St.	8826	Replace HVAC unit	5113	12/5/17
006-252-02	1200 Poplar Ave.	8827	Demo fireplace/install French doors	2000	12/19/17
COMPLETED PROJECTS					
005-221-08	120 W. Mendocino Ave.	8822	Overlay reroof	6000	11/30/17
007-232-12	210 Haehl Creek Ct.	8731	Const. 2046 sq. ft. SFD	262562	6/29/17



**John Sherman
Building Official
City of Willits**

New Business License - December 2017

BL#	Name	Owner	Address	Date Issued	Type of Business
6671	Axiom Business Management	Ken Dickerson	32 E San Francisco St. Willits	12/6/2017	Business Management Service
6672	Courtney Morgan		91 S Main St., Willits	12/6/2017	Cosmetologist
6673	Mendocino Canabis Resources	Karen Byars	399 S Main St., Willits	12/6/2017	Consultant Services
6674	Mendo Munchkins	Irene Masterson	97 S Main St., Willits	12/6/2017	Retails Childrens Clothing
6675	Pacific Redwood Medical Services	Debbie Marks	1 Marcela Dr., Willits	12/6/2017	ER Medical Services
6676	Mario Seibel Defense Hay & Associates - An Accounting Corporation	Mario Seibel Andrew Hay	Mobile Services 390 S Main St., Willits	12/6/2017 12/6/2017	Self Defense/Anger Mgmt CPA
6678	Nite Bite	Pete Swanton	65 S Main St	12/6/2017	Restaurant Environmental &
6679	Gregg Drilling & Testing Inc.	John Gregg	950 Hone Rd., Martinez,	12/6/2017	Geotechnical Drilling
6680	Willits Flowers	Guillermo Gonzalez	242 S Main St., Willits	12/6/2017	Retail Flourist



Mayor's Appointments - 2018

City Committees, Boards & Agencies

STANDING COMMITTEES OF THE CITY COUNCIL	
Finance Committee <i>(Mayor & Vice Mayor)</i>	Madge Strong Saprina Rodriguez
Water & Wastewater Systems Committee	Larry Stranske Ron Orenstein
Revit-Ed Committee	Gerry Gonzalez Saprina Rodriguez
REGIONAL BOARDS	
League of California Cities / Redwood Empire Division	Gerry Gonzalez <i>Alternate: Larry Stranske</i>
Mendocino Council of Governments (MCOG)	Larry Stranske <i>Alternate: Saprina Rodriguez</i>
Economic Development & Financing Corporation (EDFC)	Saprina Rodriguez <i>Alternate: Madge Strong</i>
Mendocino Solid Waste Management Authority (MSWMA)	Madge Strong <i>Alternate: Larry Stranske</i>
Mendocino Transit Authority (MTA)	Saprina Rodriguez <i>Alternate: Madge Strong</i>
Mendocino County Museum Advisory Board	Saprina Rodriguez
Visit Willits Tourism Board	Saprina Rodriguez
MENDOCINO COUNTY CITY SELECTION COMMITTEE NOMINATIONS	
Local Agency Formation Commission (LAFCo)	Gerry Gonzalez <i>Alternate: Madge Strong</i>
North Coast Railroad Authority (NCRA)	N/A
Sonoma Clean Power	N/A
AD HOC COMMITTEES	
Caltrans Ad Hoc Committee	Madge Strong Saprina Rodriguez
JPA Feasibility Study for WWTP	Madge Strong Larry Stranske
Little Lake Fire District JPA	Gerry Gonzalez Ron Orenstein



Item No. 11b

Meeting Date: January 10, 2018

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Bob Perrault, City Manager

Agenda Title: ADOPT RESOLUTION APPOINTING REPRESENTATIVES TO REPRESENT AND VOTE ON BEHALF OF THE CITY AT THE LEAGUE OF CALIFORNIA CITIES' REDWOOD EMPIRE DIVISION BUSINESS MEETINGS AND DIVISION LEGISLATIVE COMMITTEE MEETINGS

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

Summary of Request: The League of California Cities is an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions that affect cities. These officials set League policies and priorities from member cities who serve on the League Board of Directors, League policy committees, regional division boards, departments, caucuses, and task forces where League policies and priorities are formulated and set.

The City is an active member of the Redwood Empire Division of the League. Pursuant to the Division's Bylaws, the City must appoint one elected official to attend and represent the city at Division Business meetings and Legislative Committee meetings, who can vote on behalf of the City, as well as an alternate elected official in the event the regular member is not available to attend.

Recommended Action: Adopt resolution appointing representatives to represent and vote on behalf of the City at the League of California Cities' Redwood Empire Division Business Meetings and Division Legislative Committee Meetings.

Alternative(s): N/A

Fiscal Impact: N/A

Personnel Impact: N/A

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

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2018- ____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS APPOINTING REPRESENTATIVES TO REPRESENT AND VOTE ON BEHALF OF THE CITY AT THE LEAGUE OF CALIFORNIA CITIES, REDWOOD EMPIRE DIVISION BUSINESS MEETINGS AND REPRESENT THE CITY AND VOTE AT DIVISION LEGISLATIVE COMMITTEE MEETINGS

WHEREAS, the City is a member of the League of California Cities, an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions that affect cities; and

WHEREAS, mayors, council members, and other officials set League policies and priorities from member cities who serve on the League Board of Directors, League policy committees, regional division boards, departments, caucuses, and task forces where League policies and priorities are formulated and set; and

WHEREAS, the City is an active member of the Redwood Empire Division of the League of California Cities; and

WHEREAS, the Redwood Empire Division By-laws, Article III, Section 3, states representatives of each member city shall cast one vote by city; and

WHEREAS, the Redwood Empire Division By-laws, Article VIII, creates a Redwood Empire Division Legislative Committee to review and respond to bills that impact Redwood Empire Cities; and

WHEREAS, the City must appoint one elected official to attend and represent the city at Division Business meetings and Legislative Committee meetings, who can vote on behalf of the City; and

WHEREAS, an alternate elected official should be appointed to represent the City in the event the regular member is not available to attend.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willits appointments for 2018 to the Redwood Empire Division are, as follows:

Division Business Meeting Primary: Gerardo Gonzalez

Division Business Meeting Alternate: Larry Stranske

Legislative Committee Primary: Gerardo Gonzalez

Legislative Committee Alternate: Larry Stranske

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 10th day of January, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

MADGE STRONG, Mayor
City Council of the City of Willits

CATHY MOORHEAD, City Clerk