

[Editor's Note: This list is that of the UC Davis Department of Special Collections. That is, the "box" and "folder" references are to boxes and folders in Collection D-344 in the UCD Department of Special Collections.

[This collection consists of materials that used to be under the staircase in the basement of the City offices at 23 Russell Blvd. They appear to have been brought from the original City Hall and placed under the staircase at the time of moving from one building to the other in 1981.

[City Clerk Bette Rakki showed me the materials in the course of research I was doing at the City Offices in 1999. Both of us were concerned that they were sitting on the floor in a basement known to flood. I asked then City Manager John Meyer to allow their relocation in the UC Davis Department of Special Collections. He approved that proposal and the materials were moved. A copy of a letter I wrote him on this matter, dated January 12, 2000, follows the UCD SC D-344 contents list. *John Lofland*]

D-344 City of Davis. Collection.

BOX 1

Folder 1: Various Ordinances-Nos. 9 – 103 (repealed)

Folder 2: Ordinances of the City of Davis (Compiled by the Davis Enterprise)
(May 1st 1929)

Folder 3: Business correspondence, petitions, proposals, receipts
(1930s)

Receipt Books: Business Licenses, City of Davis

(June 1, 1921-July 1, 1935) (48 Books)

BOX 2

Ledger 1: Index to Abstract of Title to that real property in Tremont Township
Solano County, California being a portion of the tract of land known as the
Briggs Orchard and Vineyard bounded on the east by the north and south
center line of sections fifteen and twenty two on the south and west by

lands of H. Hamel and on the north by the right of way of the Southern Pacific railroad co. containing (93,762) acres (1852-1921)

Ledger 2: Abstract of Title to... The North East 1/4 of the North East 1/4 of Section No. 10 in Township No.8, North of Range No.2 East Mount Diablo Base and Meridian, containing forty acres of land.

Made for M. William Robson (September 3rd, AD 1883)

Ledger 3: Abstract of Title to Elm Street, Second Street, Laurel Street, First Street. Lots 6, 7, 8, 15 and 16, block 2, range "C" Davisville.

Made for Jane Mastin (August 15th, 1904)

Ledger 4: Partial Abstract of Title to all that certain real property, situate in the town of Davisville, county of Yolo, state of California, described as follows, to wit: All of lots 6 and 14 in block 2 range "E", of said town of Davisville, according to the map or plat of said town, on file and of record in the office of the county recorder of said Yolo county.

Made for Bank of Yolo (September 13th, 1911)

Ledger 5: Continuation of Abstract of Title to Lots 2 and 7 of Block "A" Sheffer Tract Subdivision.

Made for Forrest A. Plant (June 27, 1912)

Ledger 6: Abstract of Title to all that certain real property situate in the County of Yolo, State of California, described as follows to-wit: All of Block 3 of Rice's Addition to the Town of Davisville.

Made for Mary L. Grauel. (September 8th, 1916)

- Ledger 7: Abstract of Title to... Lots 9 and 10 of block 1 of range "A" of the town of Davisville, as per the map or plat of said town on file in the Office of the County Recorder of the county of Yolo.
Made for Bank of Davis. (July 30th, AD 1919)
- Ledger 8: Abstract of Title to... The west 110 feet of Lot 11, Block 2, Range F.
Also, that strip of land on the North side of Lot 12 Block 2, Range "F", said strip lying about 18 inches to the north of the center line of a 12 inch party brick wall, said strip extending north to the south line of lot 11, in Block 2, range "F".
Made for Forrest A. Plant. (June 30, 1921)
- Ledger 9: Continuation of Abstract of Title to 40 acres in the SE Quarter Section 9, Township 8 North, Range 2 East.
Made for Forrest A. Plant (April 16, 1923)
- Ledger 10: Continuation of Abstract of Title to lots 15 & 16 Block 2 Range "A".
Made for Forrest A. Plant (September 17, 1923)
- Ledger 11: Continuation of Abstract of Title to... Lot 24 or College Park as shown on the map thereof on file in the office of the County Recorder, County of Yolo, in map book 3, page 53.
Made for Forrest A. Plant (October 14, 1924)
- Ledger 12: Continuation of Abstract of Title to the South 1/2 of Lot 18 and all of Lot 22, College Park subdivision.
Made for Forrest A. Plant (October 14, 1924)
- Ledger 13: Continuation of Abstract of Title to Lot 19, College Park subdivision.

Made for Forrest A. Plant (October 14, 1924)

Ledger 14: Continuation of Abstract of Title to... Beginning at the point where the South line of Front Street in the Town of Davis (formerly Davisville), in said County of Yolo, intersects the East line of the right of way of the California Pacific Railroad Company...

Made for Forrest Plant (April 25, 1924)

Ledger 15: Continuation of Abstract of Title to 40 acre tract in SE 1/4 Sec. 9. Township 8 North Range 2 East.

Made for J.B. Anderson (December 15, 1926)

Ledger 16: Continuation of Abstract of Title to the North one-half of Lot 23 of College Park.

Made for Forrest A. Plant (March 31st, 1932)

Ledger 17: Continuation of Abstract of Title to lot 35 of College Park except that certain strip of land deeded to the State of California.

Made for Forrest A. Plant (June 29th, 1932)

BOX 3

Documents: Urban Property Appraisal Records (1920s-1960s)

BOX 4

Documents: Urban Property Appraisal Records (1920s-1960s)

Folder 1: Fire Department (1927-1937)

Folder 2: Legal documents, financial documents, correspondence (1932-1934)

Folder 3: Insurance: city (1931-1939)

Folder 4: Taxes (1937-1939)

- Folder 5: Correspondence, financial documents (1932-1934)
 - Folder 6: Assessments (1931-1935)
 - Folder 7: Water (1934-1937)
 - Folder 8: League of California Municipalities (1938-1939)
 - Folder 9: Taxes (1933-1937)
 - Folder 10: City Hall (1938-1939)
 - Folder 11: Miscellaneous (1937-1939)
 - Folder 12: City Hall (1938-1939)
 - Folder 13: Miscellaneous correspondence (1934-1937)
- BOX 5
- Folder 1: Legal documents (1931-1937)
 - Folder 2: Post war planning (1943-1945)
 - Folder 3: Zoning (1927-1934)
 - Folder 4: Zoning (1936-1939)
 - Folder 5: Streets (1933-1937)
 - Folder 6: Streets (1937-1938)
 - Folder 7: Zoning ballots (1938)
 - Folder 8: Elections (1934-1936)
 - Folder 9: College Park Association of Davis (1923)
 - Folder 10: Garbage (1934-1937)
 - Folder 11: PG&E (1932-1936)
 - Folder 12: City of Davis: All to S.E.R.A. office (1934-1935)
 - Folder 13: League of California Municipalities (1936-1938)

- Folder 14: Licenses (Oct. 1933-Dec. 1934)
- Folder 15: City of Davis – misc. correspondence {A}(June 1932-Dec. 1934)
- Folder 16: City of Davis – misc. correspondence {B}(June 1932-Dec. 1934)
- Folder 17: Taxes (Jan. 1933-Dec. 1934)
- Folder 18: Assessments (1934-1936)
- Folder 19: City Hall bonds (1937-1938)
- Folder 20: Bonds (1931-1937)
- Folder 21: City Park (1936-1937)
- Folder 22: Streets (1924-1933)
- Folder 23: Streets (1934-1939)

BOX 6

- Folder 1: Appraisal of Property forms (Feb. 28-March 30, 1933)
- Folder 2: Appraisal of Property forms (Feb. 27-April 10, 1933)
- Folder 3: Appraisal of Property forms (Feb. 27-April 10, 1933)
- Folder 4: Appraisal of Property forms (Feb. 27-March 31, 1933)
- Folder 5: Appraisal of Property forms (Feb. 27-March 31, 1933)
- Folder 6: Appraisal of Property forms (Feb. 27-March 31, 1933)
- Folder 7: City Planning (1948-July 1949)
- Folder 8: ELECTIONS Special Municipal November 7 1978
Adler, Gerald J.
- Folder 9: ELECTIONS Special Municipal November 7, 1978
Farrell, Richard
- Folder 10: ELECTIONS Special Municipal November 7, 1978

- Smith, Brian J.
- Folder 11 ELECTIONS Special Municipal November 7, 1978
Usherwood, Tom
- Folder 12 ELECTIONS General Municipal - March 7, 1978
Larsen, Thomas R.
- Folder 13 ELECTIONS General Municipal - March 7, 1978
Lester, Rudolph
- Folder 14 ELECTIONS General Municipal - March 7, 1978
MacMillan, J. David
- Folder 15 ELECTIONS General Municipal - March 7, 1978
Sanders, Steven R.
- Folder 16 ELECTIONS General Municipal - April 8, 1980
Farrell, Richard
- Folder 17 ELECTIONS General Municipal - April 8, 1980
Thanos, Cynthia B.
- Folder 18 ELECTIONS General Municipal - April 8, 1980
Thomas, Tansey
- Folder 19 ELECTIONS General Municipal April 8, 1980
Usherwood, Tom
- Folder 20 ELECTIONS General Municipal June 8, 1982
Hunter, Yvonne
- Folder 21 SPEARS, MICHAEL P. 6/8/82 GENERAL ELECTION
- Folder 22 SUMIDA, WESLEY K. 6/8/82 GENERAL ELECTION

Folder 23 ELECTIONS General Municipal - June 8, 1982

Thanos, Cynthia B.

WRAPPED VOLUME 1: Register of Births, City of Davis (1917-1919)

WRAPPED VOLUME 2: Warrant Register (1937-1943)

WRAPPED VOLUME 3: City Ordinances (n.d.)

January 12, 2000

John Meyer, City Manager
Davis City Hall
23 Russell Blvd.
Davis, CA 95616

Dear John:

As you will recall, in April of last year Bette Racki and I found three large boxes and three oversized volumes of old city records underneath the stairway of the City Hall basement. At that time, several people discussed their security and accessibility, but no action was taken. As of this date, the materials are still there and no action has been taken.

I am writing now to continue and hopefully to conclude the conversation on their security and access and to recommend action. But before coming to action, let me describe, more specially, what we are talking about.

On Monday, January 10, I went to see Bette Racki and volunteered to inventory the materials, to place them in order and to put them in better boxes. She accepted my offer and was very helpful, providing, indeed, all the new and crisp storage boxes I needed.

I spent the better part of Monday transferring the materials to six new storage boxes. Working on a card table in the basement, I made an inventory of the contents as I worked. For your reference in knowing what I did and what exactly we have at hand, I reproduce that inventory here. Following it, I consider action.

INVENTORY

The inventory is organized in terms of the contents of the three **old boxes**, plus oversized items that would not fit into the six **new boxes**.

Oversized Items

The three items that will not fit into new or old boxes are:

- An 11 by 16 inch *Register of Births* volume. Several births between 1917 and 1919 are registered. One loose sheet and a stapled set of legal-sized sheets were loose inside the front

cover of this volume. I removed them and filed them as the first items in the legal-sized folder in new box # 6.

- A 14 by 14 inch *Warrant Register* listing items of City spending from 1937 to 1943.
- A 12 by 17 inch dirty green canvas back post-bound volume titled *City Ordinances*. It seems to weigh at least 20 pounds.

Contents of Old Box #1.

The box I have labeled old box #1 is a standard Allied Van Lines moving box and likely the box into which items were placed when moving from the Third and F City Hall (Photo 1).

The words “HISTORICAL ITEMS – FILES” are written on a top flap. The box contents, though, are almost all bound volumes (Photos 2,3,4). Only 2 items are files in the ordinary sense. Also, a red sticker with “#11” handwritten on it is affixed to the top of the box.

These items from Old Box #1 are in New Box #1 (Photo 3):

- File with no tab and “Retain This” handwritten in red on the front. Contains perhaps 50 sheets of paper on various city topics; dates in the mid-1930s.
- File with tab reading in part “VARIOUS ORDINANCES...” containing printed ordinances dating from April, 1917.
- Blue and gold covered volume titled “Ordinances.”
- 44 wallet shaped books of business license records for all years between 1921 and 1934. Here is the number of books for each year:

1921- 2
 1922- 4
 1923- 1
 1924- 1
 1925- 2
 1926- 2
 1927- 2
 1928- 1
 1929- 4
 1930- 9
 1931- 4
 1932- 4
 1933- 4
 1934- 4

New Box #2 (Photo 4).

In old box #1 there were also 17 bound volumes of abstracts of titles for various Davis properties.

11 are tan, H. Henigan “Abstract of Title“ books
 6 are red-spined, black cover abstracts of titles

Contents of Old Box #2, which also the start of New Box #3:

Old Box #2 is large and plain white. The only writing on the exterior is a small sticker with the word “Basement” on it (Photo 5).

The box consisted entirely of an estimated 1,700 one page forms with the heading “Urban Property Appraisal Record” or “Residential Building Record.” Each property seems to have one of each sheet devoted to it (Photo 6).

In placing all these sheets in **new boxes 3 and 4**, I have taken care to keep them in the order in which I found them (Photo 7).

There were too many to count all of them, so I counted 100 and found that number measured about 1/2 inch. I then measured the entire set, which is about 17 and 1/2 inches. Therefore, there are some 1,700 of these sheets on Davis buildings (which would imply about 850 buildings, which is a little low for 1960, which is the last entry date on sheets at which I looked).

About half-way in the process of placing the sheets in new box # 4, a red envelope containing a negative with 3 pictures on it fell out. Inspection with a magnifying glass showed five City Council members posing in the old city hall council room. I placed the envelope in the first file of the files starting the second section of new box #4.

Old Box #3 (Photo 8).

Old Box #3 is also a standard Allied Van Lines box and printed as such. The same as old box #1, the words "Historical Items – Files" are written on the top, as is a red sticker affixed with the "#11" on it (the same as on old box #1).

It contained two piles of files, the topmost one of which reads "Fire Departement – June 30th, 1937" (Photo 9).

Having no sense of what the order might be, I took the files out bottom pile first as this is determined by assuming the "bottom" of each pile is the bottom of how the files were in the box (Photo 9).

On removal, I discovered the two flat "piles" were only about one-quarter of the box deep. Beneath them, the box was filled with (paper bulging) files upright in the conventional fashion (Photo 10).

The first part of the file folders take up 9 inches of space in the back half or so of new box #4.

New Box # 5

The rest of these city files fill up new box #5, a space of almost 15 inches.

In total, these files consume about 24 inches of space (9 plus 15 inches).

The labels and contents of the files deal with various city matters over the 1930s, especially the details of building the old City Hall. I also noticed a folder in which a state of California official writes to the City Council that the Davis jail is not fit for human habitation and should be closed down and replaced.

One file in these 24 inches turns out to be legal size (and folded in order to get it into the box). I had to remove it from the sequence so that could be unfolded. I inserted a sheet of paper indicating its identify and location at the place I removed it. This file has been placed in new box #6.

New Box #6

This box has the just mentioned legal-sized folder that would not fit into new box #5

This box also has a dirty green, canvas-backed, post binder containing 4 inches of sheets on which are physical descriptions and valuations of Davis properties. They are dated various months in 1933.

ACTION

If this is what we have, what do we do with it? One, we could just leave the stuff where it is. I recommend against this. The boxes are on the floor in a location I am told is prone to flooding. The temperature and humidity are quite destructive. The containers are not acid free. Public access is difficult, to put it gently. Supervision of those who might want to see the materials is problematic. So, the six boxes and three volumes have to be removed from the basement.

Two, another City facility? The Hattie Weber is already stuffed and is not equipped to manage and protect large amounts of delicate paper.

Three, the county archive? At the present, the position of county archivist is vacant. The hours of access are quite small, when there are hours at all. Oversight is problematic in the best of circumstances.

Four, the UCD Special Collections Department? As I previously argued in my email to you dated April 28, 1999, this is the only reasonable solution to this problem. We are extremely fortunate to have a world-class archive operation on our doorstep. It would be folly for us not to take full advantage of it when the security, access, and professional management offered by the alternatives are so obviously and decidedly less than UCD.

I talked with John Skarstad, Head of UCD Special Collections, recently. Carrying on from our discussions with him last April, he continues to be interested in acquiring the materials. Indeed, he takes in new collections routinely and there is a well worked out process of paperwork and contracts that are executed. He is used to going out and picking up collections (often in basements such as our City Hall) and he has a staff of physically fit people who are accustomed to horsing around heavy boxes.

You simply need to begin the process. His phone number is 752-1628. Email: jlskarstad@ucdavis.edu. Snail mail: 136 Shields Library, UC Davis, One Shields Avenue, Davis, CA 95616

On a personal note, let me report that I have just started a new—a third—book of Davis history that will be a large, year-by-year chronicle of community life that makes extensive use of reproduced original documents. I have already spotted several nifty items in these materials. (One is mentioned above.) It would be a great help to me if I could use them in the UCD Special Collections reading room within the next couple of weeks. (Indeed, the current location of the materials is inadequate for serious scholarly work—but of course scholars go to strange places in search of data.)

Given that this matter has been before you for decision since April of 1999 and you have therefore had ample time to contemplate it, I hope we can start to move forward with placement at UCD Special Collections in the next few days.

Cordially,

John Lofland

Attach: three pages containing ten half-tone photos [The photographs are not included here, but are available from the author. *JL.*]

Xc: Bette Racki