

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
April 28, 2015

1. Mayor Domenighini called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Council Member Yoder led the Pledge of Allegiance.

3. **ROLL CALL:**

Present: Williams, Yoder, Mello, Hansen & Mayor Domenighini.

Absent: None

4. **Agenda Review:**

- a) City Manager Steve Holsinger pointed out there was an error on the Minutes of the March 31, 2015 and they should have reflected that Council Member Yoder was in attendance. Mr. Holsinger also pointed out that the resolution slated for adoption under item 11(a) also had an error, in that it showed “Jeffrey Cobb” as the Mayor and it should be “Larry Domenighini” as Mayor. **M/S – Hansen/Yoder** to approve the April 28, 2015, City Council Meeting Agenda as amended. The motion unanimously passed.

5. **Presentations & Proclamations:**

- a) Mayor Domenighini presented a Proclamation Declaring the Month of May as “Poppy Month” in the City of Willows. Barbara LaDoucer of the American Legion Auxiliary accepted the Proclamation.
- b) Past Exalted Rulers of the Willows Elks Lodge, Michael Butler and Jeffrey Cobb, presented a check for \$1000 to Recreation Director Carol Lemenager. The donation was made by the “Elks National Foundation” and is to go towards necessary costs associated with the City swim pool operations and maintenance.
- c) Keith Corum gave the Council a Power Point Presentation featuring a conceptual project known as the “Willows Swim Center Project”. Mr. Corum stated that he envisions in the future, the City having an Olympic-sized indoor/outdoor swimming pool and a splash pad. He stated that this would be a huge project and he would appreciate any thoughts or ideas from anybody on where to start to make this vision a reality. Mr. Corum stated that he will be researching to see if there are grants that are available for this type of project and will be working with the Center for Economic Development out of Chico to pursue additional information and/or options for funding.

6. **Public Comment/Written Communications:**

Preston Dickenson introduced himself to the Council and announced that he was an Independent Contractor that works for AT&T External Affairs. He left business cards for

each member of the Council in case they would have a desire to utilize his services in the future.

Mayor Domenighini announced that the City received a written communication on April 28, 2015 by Reggie Boelman, Field and Maintenance Officer for Willows Little League. The letter was read into the record as follows:

Dear City Councilmen and City Manager,

The entire Little League and I especially, would like to say thank you for addressing the situation at our facility. Thank you for putting up the new dog clean-up stations and courtesy signs. On several occasions already, I've seen people use the bags provided. This is another positive step for our children and families to enjoy this great facility. It adds a lot of pride to our fields and parks.

Thank you again, and we would like to invite you to come down to the fields, grab a hotdog or nachos (Which are the best in Glenn County) and watch some baseball. We have games nearly every night starting at 5:30 p.m. This year we are also hosting the TOC tournament and the 'All-Star' tournament in June.

Thank you,
Reggie Boelman

7. Consent Agenda:

Council Member Williams asked to pull item 7(d) for some additional discussion. The item was "Adoption of a resolution declaring weeds, rubbish, refuse and dirt public nuisances, approve the 2015 Weed And Rubbish Abatement Schedule as presented and set Tuesday May 26 as the time and place of hearing any objections to the proposed removal of weeds, rubbish refuse and dirt declared to be public nuisances". Brief discussion ensued and Council Member Williams was satisfied with the clarification he received and the item was placed back on the Consent Calendar for action. **M/S – Hansen/Yoder** to approve the Consent Agenda as presented. The motion unanimously passed and the following items were adopted/approved:

- a) Approval of General, Payroll & Direct Deposit Check Registers (29457-29521; Z06207-Z06242; 34111-34129).
- b) Approval of City Council Minutes of the March 24, 2015 regular meeting.
- c) Approval of City Council Minutes of the March 31, 2015 special meeting.
- d) Adoption of a resolution declaring weeds, rubbish, refuse and dirt public nuisances, approve the 2015 Weed and Rubbish Abatement Schedule as presented and set Tuesday, May 26 as the time and place of hearing any objections to the proposed removal of weeds, rubbish, refuse and dirt declared to be public nuisances.

8. Public Hearings:

- a) The Transportation Development Act (TDA) Statutes and Administrative Code of Regulations require specific actions on the part of local transportation planning agencies. As part of the regulations, annually the County holds a public hearing to receive input from citizens and City Councils regarding unmet transit needs. Specifically an “Unmet Transit Need” is found to exist when there is a reasonable need for an identifiable group within the community that has no dependable and/or affordable access to employment, medical, commercial, public, or social services. Because transit needs fluctuate with variables such as unemployment, population, demographics, land use and circulation patterns, it is necessary to re-evaluate the needs annually.

Mayor Domenighini opened the Public Hearing at 7:33 p.m. and hearing no comments from the public, closed the Public Hearing at 7:33 p.m. No formal action was required by the Council.

9. Ordinances: None.

10. Items introduced by City Council or Administrative Staff for discussion purposes only:

- The City Manager reported that activity is going on at Sycamore Skate Park for the mural painting of the skate bowl headed up by Director of ‘Youth for Christ’, Joe Flesher and a group of volunteers.
- The City Manager reported that the brand new O’Reilly Auto Parts store has been completed and they are planning to open their doors to begin selling merchandise on May 2.
- The City Manager reported that the 49-unit Senior Housing project on West Sycamore Street is very close to completion and Building Official Clay Dawley will be issuing a Temporary Certificate of Occupancy sometime this week. The City also received a check today from the Developer of the project, Pacific West Communities, in the amount of roughly half a million dollars for Development Impact Fees for this project.
- The City Manager reported that the new Tractor Supply Store is underway with their new building construction. They have already done some undergrounding and they’ve got their infrastructure and their sewer lines in and connected to the City sewer. The developers are expediting the construction process and this building is scheduled to go up very fast and they hope to have the store open by August.
- Council Member Mello announced that phase one on the skate park mural was completed today and the art (phase two) will be getting underway in the very near future.
- Council Member Hansen thanked the City Manager Steve Holsinger, Interim Public Works Director Steve Soeth, and the entire Public Works Department for placing the new City Entryway Sign at the entrance South of town.

11. New Business:

- a) Consider adoption of a Resolution of Intention to levy and collect annual assessments, preliminarily approving the Engineer's Report for FY 2015/2016 for the City of Willows Landscaping and Lighting Assessment Districts and setting the time and date of the Public Hearing for June 23, 2015 at 7:00 p.m. at City Hall, 201 North Lassen Street:

Prior to this item being heard by the Council, the City Manager recused himself from any involvement with the item and vacated the Council Chamber due to the fact that he is a property owner in the Landscaping & Lighting District.

City Engineer John Wanger introduced this item to the Council. The Willows Landscaping and Lighting Assessment District (District) was initially formed by the City in 2005 to pay for costs associated with maintaining landscaping and maintenance in the Birch Street Village subdivision; (Zone A), in accordance with the Landscaping and Lighting Act of 1972.

The 1972 Act requires that the City undertake certain proceeding for any fiscal year in which assessments are to be levied and collected. These proceedings are typically accomplished at three separate Council meetings with the following actions:

- 1) Adopt a resolution appointing the Engineer of Work and directing the preparation of the annual Engineer's Report.
- 2) Approve the Preliminary Engineer's Report, declare the City Council's intent to levy and collect assessments and set the date and time for a public hearing.
- 3) Conduct a public hearing and authorize the levying and collection of assessments for the upcoming fiscal year and approve the Annual Engineer's Report

The first action was completed by the Council on March 10, 2015. The Engineer's preliminary report and resolution that are before the Council for consideration tonight accomplishes the second part of the proceedings for FY 2015-16.

Attached to the staff report was the Preliminary Annual Engineer's Report as prepared by Coastland Civil Engineering. The City Council should review the report and let staff know if there are any desired changes to be made to the report. In brief, the report outlines changes and summarizes the costs projected for FY 2015-16 and provides the proposed overall assessments. In order to keep up with inflation, the estimated maximum annual assessment in both Zones is proposed for increase by the allowable annual CPI (year 2014) of +2.8%. This raises the maximum annual assessment for Zone A to \$449.65 and the maximum annual assessment for Zone B to \$6,387.58. The estimated maximum annual assessment will increase for both zones. The actual amount that will be levied and collected during FY 2015-16 for Zone A will be reduced approximately \$51.92 from FY 2014-15 to \$143.00 per parcel. While the FY 2015-16 budget is the same as FY 2014-15, excess reserves are available and are being used to reduce this year's assessment and to bring the

reserves in line with the City reserve policy. The actual amount that will be levied and collected during FY 2015-16 for Zone B will be increased approximately \$627 from FY 2014-15 to \$5,305.88. This increased assessment is due to increased utility costs and a resulting higher ratio of assessment engineering costs. The FY 2015-16 annual assessments will provide projected revenue of \$11,933.16 to cover the estimated expenses.

During FY 2008-09, the Council implemented a minimum reserve balance of 10% to 20%. It was noted that the projected Assessment District reserve balance at the end of FY 2015-16 is within that target range for both Zone A and Zone B.

The preliminary Engineer's Report is before the Council for their information and comment. The next step in the process is to hold a public protest hearing (required by the Streets and Highways Code for this type of an assessment district.) At the public protest hearing, any person within the assessment district can provide comments for the Council's consideration. At the close of the hearing, if the Council finds the report acceptable, the Council will adopt a resolution authorizing the annexation and levying of assessments per the Engineer's Report. The Final Engineer's Report should be approved by the City no later than the end of June of each year so that the information can be transmitted to the County for the inclusion on the tax rolls. The County needs to have all information transmitted and correct no later than August 10th of each year.

M/S – Mello/Yoder to approve the Preliminary Annual Engineer's Report as prepared by Coastland Civil Engineering; adopt the Resolution of Intention to levy and collect assessments; and set the required public protest hearing time and date for the City of Willows Landscaping and Lighting Assessment District for June 23, 2015 at 7:00 p.m. The motion unanimously passed.

- b) Consider declaring Police Department vehicles surplus and direct staff to dispose of them by selling, sealed bid, auction or other method:

The Police Department has identified City property – specifically one 1999 Ford Crown Victoria with 167,497 miles and one 2002 Ford Crown Victoria with 109,966 miles – which are no longer used or which have become obsolete or worn out. Pursuant to Willows municipal Code 3.05.120, staff is requesting the City Council declare the items as surplus and direct staff to sell or dispose of by sealed bid, auction or other method.

M/S – Hansen/Williams to declare the aforementioned items surplus and direct staff to sell or dispose of said vehicles. The motion unanimously passed.

- c) Staff is seeking direction from the City Council concerning the possibility of partnering with Glenn County to formalize/develop a County-wide Ambulance District to serve the residents of Glenn County:

Willows Fire Chief Wayne Peabody previously provided an overview of the proposed changes to ambulance service levels anticipated to impact Willows residents in the immediate future. Since that time, Council's Public Safety subcommittee and Board of

Supervisor representatives Soeth & Corum have solicited input from neighboring agencies concerning these anticipated impacts. Discussions have focused on alternative service delivery methodology and other alternative potential resolutions to the declining services available in Willows and South Glenn County. Despite these diligent efforts, to date no alternative delivery method or other resolution has been universally identified or acknowledged. Therefore, staff is seeking direction from the City Council concerning support for the creation/development of a county-wide ambulance district, intended to provide the financial framework necessary to address the operations and maintenance of enhanced ambulance services in Glenn County. The Council's obligations would be both political and financial assistance to partner with Glenn County and potentially the City of Orland to develop a county-wide ambulance district; including meeting all of the legislative requirements to qualify a measure for voter consideration at the earliest available general election cycle.

The specific situation is that Glenn County is in a position of needing a third ambulance to provide timely medical response and transportation to citizens of Glenn County. Currently Enloe Medical Center provides an ambulance in the Southern area covering from County Road 33 to the Colusa County Line running approximately 1500 calls. Westside Ambulance provides coverage in the north County from County Road 33 to the Tehama County Line running approximately 1300 calls. Westside ambulance has been granted an exclusive operating area (EOA), which means that they have sole source to their area.

Willows ambulance primary transportation/receiving hospital is Glenn Medical Center, while certain patients by protocols are transported by either ground or air to Enloe Medical Center. Willows Ambulance provides both 911 and Inter-Facility Transports. Inter-Facility Transports from Glenn Medical Facility to Enloe Medical Center removes an ambulance from the area for an average of two and a half hours. Mutual aid response areas include Orland, Colusa County and Butte County. Currently no binding agreement is in place. Westside Ambulance primary transportation/receiving hospital is Enloe medical Center. Westside Ambulance only provides 911 call services and average ground transportation takes approximately two and a half hours. Mutual aid response areas include Willows, Tehama and Butte Counties. Westside Ambulance is a private ambulance company.

Currently Willows Fire is waiting on Advance Life Support and transportation approximately 25% of their calls with times reaching 30-45 minutes.

Essentially the Council has three options available to them. Option #1 would be to do nothing. Option #2 is to take a look at partnering with Glenn County on the formation of a County Special Ambulance District, or a split ambulance system just to service the south end of the County. Either way, an Ambulance District or a Special District appears to be the only resolution to providing the revenue source that is necessary to move forward with enhancing the service that we currently have; not to mention the depletion of service that is about to take place in the immediate future. Therefore, staff said they would schedule a discussion for the Council to have, which is why this item is on the agenda tonight. The Council should keep in mind, however, that if they would like to form a special district, it has to be by voter referendum and it would require an action of the City Council and an

action of the Glenn County Board of Supervisors, and it would have to be a qualifying ballot measure to get something on the ballot in the next scheduled General Election in November, and the City has very little time to do that. There would definitely be some expense involved; however, City Staff can't quantify the exact amount at this time because staff is unsure what exactly the formation of a Special District would require. The City would likely need some extra consulting help. Essentially, these are the options that are available to the City Council to pursue at this time for enhancing the service, or at least putting it before the voters to see if they want to adopt a "Special District Fee" to enhance the services that they are about to lose.

Lengthy discussion ensued among the members of the Council and it was the strong recommendation by Vice Mayor Hansen is to pursue ongoing discussions on this topic with Glenn County. He believes that it is not prudent to do nothing and the Council needs to do something. All four Council members concurred with Vice Mayor Hansen and it was ultimately the unanimous consensus of the Council to continue to pursue discussions with the Glenn County Board of Supervisors to look at some possible solutions to this issue.

M/S – Hansen/Yoder to have staff and the Public Safety Subcommittee discuss the possibility of partnering with Glenn County to formalize development of a County-Wide Ambulance to serve the residents of Glenn County. The motion unanimously passed.

- d) Discussion and possible action regarding the Glenn County Solid Waste Management subcommittee, consisting of Council Members Hansen and Mello (alternate), to enter into discussions with Waste Management for setting a date, organizing, staffing and advertising for a City of Willows "Community Clean-Up event":

A few years ago Waste Management amended their contract with the City to no longer offer the "bag & tag" service and instead they would offer one community clean-up event annually. Staff is seeking Council's direction on possibly holding the clean-up event sometime within the upcoming months. The City is somewhat limited on dates due to holidays and special events that occur during the month of May. If the Council would rather, staff could delay this clean-up event until the fall. When the City Manager asked the members of the Waste Management subcommittee, consisting of Vice Mayor Hansen with Council Member Mello as an alternate, if they had an interest in placing this item on tonight's agenda, the answer was a definite "yes", so here we are. Council discussion ensued and some dates were discussed but then ruled out due to the Lamb Derby weekend, the Memorial Day Holiday and the Glenn County Fair. The best date to hold the event seemed to be on May 30th and therefore the unanimous consensus of the Council was to have Vice Mayor Hansen contact Waste Management the next day and see if that date will work for them.

- e) Lamb Derby Parade Discussion:

This item was placed on the agenda at the request of a Council Member to see if there was any desire for the Council to be entered into the Lamb Derby Parade on May 9. Mayor Domenighini stated that he had other obligations related to Lamb Derby activities that day,

as did Council Members Yoder & Mello and therefore the three of them would not be available. Vice Mayor Hansen and Council Member Williams stated that they were available that day and they would be happy to enter the parade on behalf of the City.

12. Council Member Reports:

- Vice Mayor Hansen reported on the most recent Transportation Commission and Glenn County Transit Committee meetings. He also stated that it was really nice that the City received the aforementioned letter from Reggie Boelman about the improvements of the condition of the Little League field/park.
- Council Member Mello stated that Willows still needs a team put together for the second annual Willows versus Orland bowling match. Once he gets all of the team members confirmed he will let everybody know the time and the date of the event. So far Orland has 2 City Council Members and 3 Staff Members.
- Council Member Yoder stated that he recently had the opportunity to guest judge at the rehearsal for the Lamb Derby pageant.
- Mayor Domenighini gave an update on activities going on at the Library.

- 13. Closed Session:** Pursuant to Government Code Section 54954.3 the public will have an opportunity to directly address the legislative body on the items below prior to the Council convening into Closed Session. Public Comments are generally restricted to three minutes.

No comments from the public were received and the Council entered into closed session at 8:33 p.m.

a) CONFERENCE WITH LABOR NEGOTIATOR(S) pursuant to Section 54957.6

Agency Negotiators: City Manager, Steve Holsinger
Finance Director, Tim Sailsbery

Employee Organization(s): All Unrepresented City Employees including City Manager, City Attorney, City Council and All Other Elected or Appointed Members of the City of Willows Boards & Commissions.

b) PUBLIC EMPLOYEE APPOINTMENT pursuant to Section 54957(b)

- 14. Report out from Closed Session:** The Council reconvened into open session at 10:49 p.m. and reported that direction had been provided to staff and no formal reportable action was taken by the Council..

15. **Adjournment:** Mayor Domenighini adjourned the meeting at 10:50 p.m.

Dated: April 28, 2015

NATALIE BUTLER

City Clerk

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