

CITY COUNCIL

Jeffrey T. Cobb, Mayor
Terry Taylor-Vodden, Vice Mayor
Larry Domenighini, Council Member
Lawrence Mello, Council Member
Gary L. Hansen, Council Member

CITY MANAGER
Steve Holsinger

CITY CLERK
Natalie Butler



201 North Lassen Street
Willows, CA 95988
(530) 934-7041
www.cityofwillows.org

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, July 22, 2014

7:00 p.m.

1. Call to Order Willows City Council Regular Meeting - 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call
4. Agenda Review: (Requested Changes by Council or Staff).
 - a) Consider acceptance, by motion, of City Council July 22, 2014, Agenda.
5. Presentations & Proclamations: None scheduled.
6. Public Comment / Written Communications: Members of the public wishing to address the Council on any item(s) *not on the agenda* may do so at this time when recognized by the Mayor/Vice Mayor; however, no formal action will be taken unless placed on a future agenda. (*Public Comment is generally restricted to three minutes*).
7. Consent Agenda: Consent items are considered to be routine by the City Council and will be enacted in one motion. There will be no separate discussion on these items unless a Councilperson or citizen requests, in which event the item will be removed from the consent agenda.
 - a) Consider approval of General, Payroll & Direct Deposit Check Registers.
 - b) Consider adopting a Resolution; authorizing the adjustment of the Holiday Schedule and closure of City Hall between the Christmas and New Year's Holiday period (observed).
 - c) Consider approval, by motion, allocating the surplus property sales revenue; in accordance with each respective department's equipment sacrifices during the public auction process.
8. Public Hearings: (*Persons wishing to speak during a Public Hearing are asked to approach the microphone to address the Council and limit comments to three minutes. Although not required, it is also requested that you please state your name for the record*).
 - a) Conduct a Public Hearing and by motion, consider approval of the Grantee Performance Report for Submission as required under CDBG Guidelines.
 - b) Conduct a Public Hearing and upon conclusion, by motion, adopt a Resolution confirming the costs of abatement services and declaring them a Special Assessment. (*Note: Final Abatement List Available at time of meeting only*)

9. Ordinances: None

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

- a) O'Rielly's Project Update.
- b) Municipal Code Chapter 2.05 (section 2.05.040) Regular Mtg date, time & place, and Chapter 10.50 (section 10.50.120) Parking for consecutive period exceeding 120 hours – Prohibited

11. New Business:

- a) City Council to consider approval, by Resolution, to Authorize the City Manager, to submit an application for Cleanup and Abatement Account Interim Emergency Drinking Water funds, from the State Water Resources Control Board.
- b) Consider adopting a Resolution authorizing the extension of our Contract Planning Services Agreement with Wildan Engineering for fiscal year 2014/2015.
- c) Consider, by motion, adoption of a Resolution authorize a side-letter addendum agreement; to expand Wildan Engineering's Professional Services Agreement (re: above agenda item) to include HOME Program Administration Services, as required under the HOME Program Guidelines.

12. Council Member Reports:

13. Executive Session: None

14. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before July 18, 2014.

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall or the Willows Public Library at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org.

In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office at 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider

July 22, 2014

AGENDA ITEM

TO: Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Authorize adjustment of Holiday Schedule and Closure of City Hall for the week between Christmas and New Year's Day (observed).

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution; authorizing a "specific" adjustment to the City Holiday Schedule (e.g. during Fiscal 2014/2015 only) and directing the closure of City Hall for one week between Christmas Eve and New Year's Day (observed).

SITUATION

As has been customary over the last several fiscal years, the Holiday Schedule for Administrative Staff at City Hall does require modification and this adjustment could be accommodated during the upcoming Christmas Holiday period. Staff proposes an accommodation to the Holiday Schedule as follows. Proposed: Close City Hall in observance of Christmas Eve, Wednesday, December 24th and extending the closure through Sunday, January 4th 2015 and reopening for regular business on Monday, January 5th. This is essentially the same schedule as the last five Christmas Seasons. (Note: this adjustment only impacts City Hall Admin Staff and all employees will utilize personal leave/vacation hours during the proposed closure period). All Admin Staff members have unanimously elected to use personal leave time during this closure.

FINANCIAL CONSIDERATIONS:

None are anticipated.

NOTIFICATION:

Public Announcement(s) – Sacramento Valley Mirror (contingent upon council approval)

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution; authorizing a "specific" adjustment to the City Holiday Schedule (e.g. during Fiscal 2014/2015 only) and directing the closure of City Hall for one week between Christmas Eve and New Year's Day (observed).

Respectfully submitted,



Steve Holsinger, City Manager

Attachments: Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WILLOWS AMENDING THE CITY HOLIDAY SCHEDULE AND
AUTHORIZING CLOSURE OF CITY HALL FOR ONE BUSINESS WEEK
BETWEEN CHRISTMAS EVE AND NEW YEAR'S HOLIDAY**

WHEREAS, the City of Willows Personnel Rules and Regulations; does identify specific City Holidays to be recognized by city employees; and

WHEREAS, due to previous fiscal constraints; it become customary to close City Hall during the week between Christmas and New Year's Day, and

WHEREAS, as a result of this annual closure, an adjustment to a number of administrative employees' work schedules is necessary each Fiscal Period, and

WHEREAS, a corresponding adjustment to hours of operation for administrative services at Willows City Hall was authorized by City Council; and

WHEREAS, as a result of these aforementioned adjustments; it was proposed to adjust Holiday Schedules for City Hall Administrative Staff only; and

WHEREAS, the result of the proposed Holiday Schedule Adjustment will accommodate a one week closure of City Hall between Christmas Eve and New Year's Holiday (observed).

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WILLOWS hereby authorizes an adjustment to City Holidays scheduled for City Hall Administrative staff only and directs the closure of City Hall for one business week between Christmas Eve and New Year's Day (observed) during Fiscal 2014/15.

It is hereby certified that the foregoing resolution - 2014 of the City Council was duly introduced and duly adopted by the City Council of the City of Willows at its regular meeting held on the 22nd day of July, 2014, by the following roll call vote: ()

Ayes in favor:

Noes:

Absent:

Abstain:

Approved:

Attest:

Jeffrey Cobb, Mayor

Natalie Butler, City Clerk

AGENDA ITEM

TO: Steve Holsinger, City Manager

FROM: Tim Sailsbery, Finance Director

SUBJECT: Appropriation Request-Use of Surplus Sales Funds

RECOMMENDATION

Approve, by motion, the following appropriations, utilizing the proceeds from the sale of surplus equipment:

Public Works Equipment	301.7168.400	\$31,649
Police Equipment	301.7233.400	\$21,379
Fire Equipment	301.7241.400	\$ 1,588
Library Special Dept.	301.4030.120	\$ 32

SITUATION (or BACKGROUND):

The auction of declared surplus items was recently completed by Bid Cal, and the resulting proceeds by City Department have been determined. It is this desire of the Department Heads to utilize the proceeds of the sale of the surplus items for replacement equipment and/or operational supplies.

Once the appropriations are approved by Council, Staff will commence with determining the best utilization of the funds to fill equipment and/or operational supply needs.

FINANCIAL CONSIDERATIONS:

\$54,648 in one-time General Fund revenue and corresponding appropriation

NOTIFICATION

N/A

ALTERNATE ACTIONS

1. Approve by motion
2. Request additional information from staff
3. Reject staff recommendation and/or direct item to be returned at later date.

RECOMMENDATION

Approve, by motion, the following appropriations, utilizing the proceeds from the sale of surplus equipment:

Public Works Equipment	301.7168.400	\$31,649
Police Equipment	301.7233.400	\$21,379
Fire Equipment	301.7241.400	\$ 1,588
Library Special Dept.	301.4030.120	\$ 32

Respectfully submitted,



Tim Sailsbery
Finance Director

AGENDA ITEM

TO:  Steve Holsinger, City Manager
FROM: Tim Sailsbery, Finance Director
SUBJECT: Grantee Performance Report- Housing Rehabilitation Revolving Loan Account

RECOMMENDATION

Conduct Public Hearing and Approve the Grantee Performance Report for Submission

SITUATION (or BACKGROUND):

The California Department of Housing and Community Development- Community Development Block Program (CDBG)- requires specific reporting of grantee activity and performance annually and at the conclusion of the grant period. As part of the performance report, a public hearing is to be held to gather public comment and input. The portion of housing rehabilitation loans that meet the criteria to be considered program income by CDBG standards are placed into a Revolving Loan Account (RLA) for re-use in one of the following ways according to the City's Program Income Re-Use Plan:

- Housing Rehabilitation Loans
- Economic Development Loans
- Placement of Funds into an open CDBG Grant activity
- Placement of Funds into a CDBG Eligible activity ("Program Income Waiver")

The City received approval under the Program Income Waiver Program to utilize funds for the replacement of the bay doors at the Willows Fire Station. This project, completed in 2013-14, is reported on this grantee performance report.

FINANCIAL CONSIDERATIONS:

None.

NOTIFICATION

Notice of Public Hearing

ALTERNATE ACTIONS

1. Conduct Public Hearing , Receive Input, and Approve for Submission
2. Conduct Public Hearing, Receive Input, and Disallow Submission

RECOMMENDATION

Conduct Public Hearing and Approve the Grantee Performance Report for Submission

Respectfully submitted,



Tim Sailsbery
Finance Director

Attachment:

Grantee Performance Report

Grantee Performance Report

Report Period (FY) 2013-14

Standard Agreement #

PI-Housing RLA

Please Check One

Annual GPR

Final GPR

Jurisdiction Name: City of Willows

Name of Contact: Tim Sailsbery

Address of Contact: 201 North Lassen Street
Willows, CA 95988

FOR 2012 REPORTS- VERY IMPORTANT - IGNORE POP-UP MESSAGES ABOUT FORM COMPATABILITY. CLICK "CONTINUE"

Telephone Number: 530-934-7041

E-Mail Address: tsailsbe@cityofwillow:

SUMMARY OF ACTIVITIES

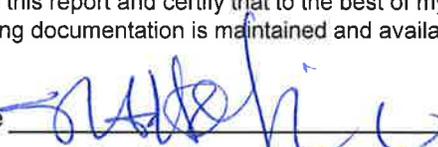
Complete the information above indicating the fiscal year and the Standard Agreement number. Indicate if this report represents an "Annual GPR" (Grantee Performance Report) or if this represents a "Final GPR" for which you are closing and finished the activity. Select from the following activities based on the matrix codes in your Standard Agreement. Check the box next to the activity and use the button to the right to be directed to the page to use in completing this report for each activity. If you have any questions regarding the correct matrix code, contact your CDBG Representative. If the activity has the option of two pages, the second page under the column heading "In Support of Housing" represents those activities with a National Objective Code of Low and Moderate Housing (LMH). For non-housing activities, use the button to the left.

			In Support of Housing (LMH)
(01) Acquisition of Real Property	<input type="checkbox"/>	Page 1	
(02) Disposition	<input type="checkbox"/>	Page 1	
(03) Public Facilities & Improvements*	<input checked="" type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03A) Senior Centers	<input type="checkbox"/>	Page 6	
(03B) Handicapped Centers	<input type="checkbox"/>	Page 6	
(03C) Homeless Facilities	<input type="checkbox"/>	Page 6	
(03D) Youth Centers	<input type="checkbox"/>	Page 6	
(03E) Neighborhood Facilities	<input type="checkbox"/>	Page 6	
(03F) Parks, Recreation Facilities	<input type="checkbox"/>	Page 6	
(03G) Parking Facilities	<input type="checkbox"/>	Page 6	
(03H) Solid Waste Disposal Imp.*	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03I) Flood Drainage Improvement*	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03J) Water/Sewer Improvements*	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03K) Street Improvements*	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03L) Sidewalk Improvements*	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03M) Child Care Centers	<input type="checkbox"/>	Page 6	
(03N) Tree Planting	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03O) Fire Station/Equipment	<input type="checkbox"/>	Page 6	
(03P) Health Facilities	<input type="checkbox"/>	Page 6	
(03Q) Abused and Neglected Children Facilities	<input type="checkbox"/>	Page 6	
(03R) Asbestos Removal	<input type="checkbox"/>	Page 6	
(03S) Facilities for Aids Patients	<input type="checkbox"/>	Page 6	
(03T) Operating Costs of Homeless/Aids	<input type="checkbox"/>	Page 6	
(04) Clearance and Demolition	<input type="checkbox"/>	Page 1	
(04A) Cleanup of Contaminated Sites	<input type="checkbox"/>	Page 1	
(05) Public Services - General	<input type="checkbox"/>	Page 7	
(05A) Senior Services	<input type="checkbox"/>	Page 7	
(05B) Handicapped Services	<input type="checkbox"/>	Page 7	
(05C) Legal Services	<input type="checkbox"/>	Page 7	
(05D) Youth Services	<input type="checkbox"/>	Page 7	

(05E) Transportation Services	<input checked="" type="checkbox"/>	Page 7		
(05F) Substance Abuse Services	<input type="checkbox"/>	Page 7	In Support of Housing (LMH)	
(05G) Battered and Abused Spouses	<input type="checkbox"/>	Page 7		
(05H) Employment Training	<input type="checkbox"/>	Page 7		
(05I) Crime Awareness	<input type="checkbox"/>	Page 7		
(05J) Fair Housing Activities	<input type="checkbox"/>	Page 7		
(05K) Tenant/Landlord Counseling	<input type="checkbox"/>	Page 7		
(05L) Child Care Services	<input type="checkbox"/>	Page 7		
(05M) Health Services	<input type="checkbox"/>	Page 7		
(05N) Abused & Neglected Children	<input type="checkbox"/>	Page 7		
(05O) Mental Health Services	<input type="checkbox"/>	Page 7		
(05P) Screening Lead Paint & Hazards	<input type="checkbox"/>	Page 7		
(05Q) Subsistence Payments	<input type="checkbox"/>	Page 7		
(05R) Homeownership Assistance - not direct	<input type="checkbox"/>	Page 2		
(05S) Rental Housing Subsidies	<input type="checkbox"/>	Page 5		
(05T) Security Deposits	<input type="checkbox"/>	Page 5		
(05U) Housing Counseling	<input type="checkbox"/>	Page 7		
(06) Interim Assistance	<input type="checkbox"/>	Page 7		
(08) Relocation*	<input type="checkbox"/>	Page 7		<input type="checkbox"/> Page 5
(09) Loss of Rental Income*	<input type="checkbox"/>	Page 7		<input type="checkbox"/> Page 5
(11) Privately Owned Utilities*	<input type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3	
(12) Construction Housing	<input type="checkbox"/>	Page 1		
(13) Direct Homeownership Assistance	<input type="checkbox"/>	Page 2		
(14A) Rehabilitation - Single Unit Residential	<input checked="" type="checkbox"/>	Page 4		
(14B) Rehabilitation - Multi - Unit Residential	<input type="checkbox"/>	Page 4		
(14C) Public Housing Modernization	<input type="checkbox"/>	Page 4		
(14D) Rehabilitation - Publicly-Owner Residential Buildings	<input type="checkbox"/>	Page 4		
(14E) Rehabilitation Publicly/Private Commercial Industry	<input type="checkbox"/>	Page 8		
(14F) Energy Efficiency Improvements	<input type="checkbox"/>	Page 4		
(14G) Acquisition for Rehabilitation	<input type="checkbox"/>	Page 4		
(14I) Lead Based Paint, Hazards Test Abatement	<input type="checkbox"/>	Page 4		
(15) Code Enforcement	<input type="checkbox"/>	Page 7		
(16A) Residential Historic Preservation	<input type="checkbox"/>	Page 4		
(16B) Non-Residential Historic Preservation	<input type="checkbox"/>	Page 6		
(17A) CI Land Acquisition/Disposition	<input type="checkbox"/>	Page 8		
(17B) CI Infrastructure Development	<input type="checkbox"/>	Page 8		
(17C) Building Acquisition, Construction, Rehabilitation	<input type="checkbox"/>	Page 8		
(17D) Other Commercial/Industrial Improvements	<input type="checkbox"/>	Page 8		
(18A) ED Direct Financial Assistance for For-Profits	<input type="checkbox"/>	Page 8		
(18C) Micro-Enterprise Assistance	<input type="checkbox"/>	Page 9		
(19E) Operation and Repair Foreclosed Property	<input type="checkbox"/>		<input type="checkbox"/> Page 5	

Certification:

I have reviewed the information contained in this report and certify that to the best of my knowledge that it is true and accurate, and that supporting documentation is maintained and available for State Review

Signature of Authorized Representative 

Printed Name & Title Stephen Holsinger, City Manager

Date 7/22/2014

6/10/2008

This section applies to activities with a National Objective of Low and Moderate Area (LMA) or Low and Moderate Clientele (LMC) or Slum and Blight Area (SBA). Do not use this page for housing activities (LMH). Check off what activity you are reporting. If more than one activity is being reported on this page, you will need to create a duplicate sheet.

- | | | |
|--|--|---|
| <input type="checkbox"/> Public Facilities and Improvements (03) | <input type="checkbox"/> Parking Facilities (03G) | <input type="checkbox"/> Tree Planting (03N) |
| <input type="checkbox"/> Senior Centers (03A) | <input type="checkbox"/> Solid Waste Disposal Imp. (03H)* | <input checked="" type="checkbox"/> Fire Station/Equipment (03O) |
| <input type="checkbox"/> Handicapped Centers (03B) | <input type="checkbox"/> Flood Drainage Improvement (03I)* | <input type="checkbox"/> Health Facilities (03P) |
| <input type="checkbox"/> Homeless Facilities (03C) | <input type="checkbox"/> Water/Sewer Improvements (03J)* | <input type="checkbox"/> Abused and Neglected Children Facilities (03Q) |
| <input type="checkbox"/> Youth Centers (03D) | <input type="checkbox"/> Street Improvements (03K)* | <input type="checkbox"/> Asbestos Removal (03R) |
| <input type="checkbox"/> Neighborhood Facilities (03E) | <input type="checkbox"/> Sidewalk Improvements (03L)* | <input type="checkbox"/> Facilities for Aids Patients (03S) |
| <input type="checkbox"/> Parks, Recreation Facilities (03F) | <input type="checkbox"/> Child Care Centers (03M) | |
|
 | | |
| <input type="checkbox"/> Operating Costs of Homeless/Aids (03T) | | |
| <input type="checkbox"/> Non-Residential Historic Preservation (16B) | | |
| <input type="checkbox"/> Privately Owned Utilities (11)* | | |

Report only non-housing activities. Activities with an asterisk (*) may also report under National Objective Low and Moderate Housing LMH - In Support of Housing.

Program Description

IDIS cdbg 6

Check all statements that are applicable to this activity. This activity will include:

- | | |
|--|--------------------------|
| a. One-for-One Replacement (Reconstruction) complete Appendix A. | <input type="checkbox"/> |
| b. Public improvement activity for which a Special Assessment will be levied. | <input type="checkbox"/> |
| c. Displacement of household, business, farms, nonprofits, complete Appendix B. | <input type="checkbox"/> |
| d. Creating a new Revolving Fund/Revolving Loan Account (RLA). | <input type="checkbox"/> |
| e. The designation of an economic development "Favored activity". | <input type="checkbox"/> |
| f. The funding of Colonia(s). | <input type="checkbox"/> |
| g. Brownfield Activity Indicate the number of remediated acres: _____ | <input type="checkbox"/> |
| h. Historic Preservation Area. | <input type="checkbox"/> |
| i. Presidential Declared Disaster. | <input type="checkbox"/> |
| j. Multi-Unit Housing (2+ Units/structure). | <input type="checkbox"/> |
| k. Rental Housing. | <input type="checkbox"/> |
| l. Limited Clientele by Nature/Location or Presumed Benefit, complete Appendix C. | <input type="checkbox"/> |
| m. A Subrecipient Agreement for this activity, complete Appendix D. | <input type="checkbox"/> |
| n. The designation of Slum and Blight, complete Appendix E. | <input type="checkbox"/> |

Section 3

Economic Opportunities for Low & Very Low Income

- Check box if the grant award is over \$200,000 in CDBG funds.
- Check box if you have a construction contract or subcontract greater than \$100,000.

If both boxes are checked, you are required to comply with Section 3 reporting requirements pursuant to HUD (24 CFR 135). Attach a Section 3 report and submit the report with this GPR.

Minority Contractor Information

Provide the total dollar amount of this activity that will be directed towards Firms owned wholly or in substantial part by:

Minority group members _____

Women _____

Other (Specify) _____

Value of Contract

\$37,651

TYPE OF ASSISTANCE

IDIS cdbg 5

1. What type of financing was provided to the beneficiaries: Grants Loans
 No loans or grants
2. Indicate the number of grants and/or loans provided this Report Period:
 Grants _____ Loans _____
3. Indicate the total number of grants and/or loans provided to date (entire contract term):
 Grants _____ Loans _____
4. When assistance is provided in the form of loans, enter the terms of financing:

	Interest Rate (%)	Number of Months (#)	Loan Amounts (\$)
a. Amortized Loan:	_____	_____	_____
b. Deferred Payment/ Forgiveness Loan:	_____	_____	_____

DIRECT BENEFIT

IDIS cdbg 8

This page allows you to report on beneficiaries race/ethnicity and income levels for the fiscal year:

Race & Code	Persons Totals	
	All	Hisp
White (11):	0	0
Black/African American (12):	0	0
Asian (13):	0	0
American Indian/Alaskan Native (14):	0	0
Native Hawaiian/Other Pacific Isl. (15):	0	0
Am. Indian/Alaskan Native & White (16):	0	0
Asian & White (17):	0	0
Black/African Am. & White (18):	0	0
Am. Indian/Alaskan & Blck/Afrcn (19):	0	0
Other Multi-Racial (20):	0	0
TOTALS	0	0

Number of Female Head of Households _____

INCOME LEVELS

IDIS cdbg 13

Number of persons benefiting based on income:

	Persons	Total all years
Extremely Low (<30%)	0	0
Low (31%-50%)	0	0
Moderate (51%-80%)	0	0
Non-Low/Moderate Income (+80%)	0	0
Totals	0	0

Public Facilities and Improvements

IDIS cdbg 17B

- 1. Indicate the number of households assisted, according to the following:
 - a. Total benefiting for the program year: 6128
 - b. Now have new access to this public facility (community facility) or public improvement (public works):
 - c. Now have improved access to this type of public facility (community facility) or public improvement (public works):
 - d. That are served by the public facility (community facility) or public improvement (public works) that is no longer substandard:
- 2. a. What number of homeless persons were given overnight shelter:
- b. Indicate the number of beds created in overnight shelter or other emergency housing:

This section applies to activities with a National Objective of Low and Moderate Housing (LMH) and Slums and Blight Area (SBA) or Slum and Blight Spot (SBS) or Urgent Need (URG) for the following. Check off what activity you are reporting. If more than one activity is being reported on this page, you will need to create a duplicate sheet.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Rehabilitation - Single Unit Residential (Matrix 14A) | <input type="checkbox"/> Acquisition for Rehabilitation (Matrix 14G) |
| <input type="checkbox"/> Rehabilitation - Multi - Unit Residential (Matrix 14B) | <input type="checkbox"/> Lead Based Paint, Hazards Test Abatement (14I) |
| <input type="checkbox"/> Public Housing Modernization (Matrix 14C) | <input type="checkbox"/> Residential Historic Preservation (16A) |
| <input type="checkbox"/> Energy Efficiency Improvements (Matrix 14F) | |
| <input type="checkbox"/> Rehabilitation - Publicly-Owner Residential Buildings (Matrix 14D) | |

Program Description

IDIS cdbg 6

Check all statements that are applicable to this activity. This activity will include:

- | | |
|--|-------------------------------------|
| a. One-for-One Replacement (Reconstruction) complete Appendix A. | <input type="checkbox"/> |
| b. Public improvement activity for which a Special Assessment will be levied. | <input type="checkbox"/> |
| c. Displacement of household, business, farms, nonprofits, complete Appendix B. | <input type="checkbox"/> |
| d. Creating a new Revolving Fund/Revolving Loan Account (RLA). | <input type="checkbox"/> |
| e. The designation of an economic development "Favored activity". | <input type="checkbox"/> |
| f. The funding of Colonia(s). | <input type="checkbox"/> |
| g. Brownfield Activity Indicate the number of remediated acres: _____ | <input type="checkbox"/> |
| h. Historic Preservation Area. | <input type="checkbox"/> |
| i. Presidential Declared Disaster. | <input type="checkbox"/> |
| j. Multi-Unit Housing (2+ Units/structure). | <input type="checkbox"/> |
| k. Rental Housing. | <input type="checkbox"/> |
| l. Limited Clientele by Nature/Location or Presumed Benefit, complete Appendix C. | <input type="checkbox"/> |
| m. A Subrecipient Agreement for this activity, complete Appendix D. | <input checked="" type="checkbox"/> |
| n. The designation of Slum and Blight, complete Appendix E. | <input type="checkbox"/> |

Section 3

Economic Opportunities for Low & Very Low Income

- Check box if the grant award is over \$200,000 in CDBG funds.
- Check box if you have a construction contract or subcontract greater than \$100,000.

If both boxes are checked, you are required to comply with Section 3 reporting requirements pursuant to HUD (24 CFR 135). Attach a Section 3 report and submit the report with this GPR.

Minority Contractor Information

Provide the total dollar amount of this activity that will be directed towards Firms owned wholly or in substantial part by:

Minority group members	_____	Value of Contract
Women	_____	
Other (Specify) _____	_____	

TYPE OF ASSISTANCE

IDIS cdbg 5

1. What type of financing was provided to the beneficiaries: Grants Loans
No loans or grants
2. Indicate the number of grants and/or loans provided this Report Period:
Grants 0 Loans 0
3. Indicate the total number of grants and/or loans provided to date (entire contract term):
Grants 0 Loans 2
4. When assistance is provided in the form of loans, enter the terms of financing:

	Interest Rate (%)	Number of Months (#)	Loan Amounts (\$)
a. Amortized Loan:	<u>0-3%</u>	<u>360</u>	<u>Varies</u>
b. Deferred Payment/ Forgiveness Loan:	<u> </u>	<u> </u>	<u> </u>

DIRECT BENEFIT

IDIS cdbg 8

This page allows you to report on beneficiaries race/ethnicity and income levels for the fiscal year:

HOUSING ACTIVITIES

Race & Code	Owner		Renter	
	All	Hisp	All	Hisp
White (11):	0	0	0	0
Black/African American (12):	0	0	0	0
Asian (13):	0	0	0	0
American Indian/Alaskan Native (14):	0	0	0	0
Native Hawaiian/Other Pacific Isl. (15):	0	0	0	0
Am. Indian/Alaskan Native & White (16):	0	0	0	0
Asian & White (17):	0	0	0	0
Black/African Am. & White (18):	0	0	0	0
Am. Indian/Alaskan & Bkck/Afrcn (19):	0	0	0	0
Other Multi-Racial (20):	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTALS	0	0	0	0

Number of Female Head of Households

INCOME LEVELS

IDIS cdbg 13

Number of households benefiting based on Income:

	Owner	Renter	Total all years
Extremely Low (<30%)	0	0	0
Low (31%-50%)	0	0	0
Moderate (51%-80%)	0	0	0
Non-Low/Moderate Income (+80%)	<u>0</u>	<u>0</u>	<u>0</u>
Totals	0	0	0

DIRECT BENEFIT AND INCOME LEVELS MUST BE EQUAL

LEAD PAINT

APPLICABLE LEAD PAINT REQUIREMENT:

Housing constructed before 1978	
*Exempt: housing constructed 1978 or later	
**Otherwise exempt	
Exempt: Hard costs <= \$5,000	
Total	0

* A residential property for which construction was completed on or after January 1, 1978, or, in the case of jurisdictions which banned the sale or residential use of lead-containing paint prior to 1978, an earlier date as HUD may designate (see §35.160).

* Exempt:

1. 0 bedroom
2. Elderly/Disabled with no children under 6

- 3. Lead-based paint free, and/or
- 4. Used no more than 100 days in a year

Lead Hazard Remediation Actions: (For rehabilitation only)

Lead Safe Work Practices (24 CFR 35.930(b)) (Hard costs ,<= \$5,000)	
Interim Controls or Standard Practices (24 CFR 35.930 ©)) (Hard costs \$5,000 - \$25,000)	
Abatement (24 CFR 35.930(d)) (Hard costs > \$25,000)	
Total	0

REHABILITATION OF UNITS

IDIS cdbg 9

1. Indicate if the rehabilitation was offering a program with these specific services:
 (May apply for activities with an national objective LMH with Matrix Code 14a, 14b, 14c, 14d, 14f, 14g or 16a)
- a. Installing security devices
 - b. Installing smoke detectors
 - c. Performing emergency housing repairs
 - d. Providing supplies and equipment for painting houses
 - e. Operating a tool lending library

REHABILITATION OF THE OWNER UNITS

IDIS cdbg 24

1. Enter the total number of owner units rehabilitated: _____
2. Of the total number of owner-occupied units rehabilitated, specify the number of:
 - a. Units occupied by elderly: _____
 - b. Units brought from substandard to standard (Meeting HQS or local code): _____
 - c. Units qualified as Energy Star: _____
 - d. Units made accessible: _____
 - e. Units in compliance with lead safety rules (24 CFR Part 35): _____

If this activity includes multi-unit housing with (2+ units) complete the rest of the following questions:

MULTI-UNIT HOUSING

IDIS cdbg 14

THIS REPORTING PERIOD	Total	Occupied	Occupied Low/Mod
Number of Units at Start:	<u>0</u>	<u>0</u>	<u>0</u>
Number of Units Expected at Completion:	<u>0</u>	<u>0</u>	<u>0</u>
FOR TOTAL GRANT TERM	Total	Occupied	Occupied Low/Mod
Number of Units Completed:	<u>0</u>	<u>0</u>	<u>0</u>

(Complete the following questions if the activity includes the Rehabilitation of Rental Units)

REHABILITATION OF RENTAL UNITS

IDIS cdbg 20 & 21

1. What is the total number of rental units: _____
2. Of the total rental units, what number are:
 - a. Affordable units: _____
 - b. Section 504 accessible units: _____
 - c. Changed from a substandard to a standard condition, (Meeting HQS or local code requirements): _____
3. What number of units qualified as Energy Star: _____
4. What number of units are in compliance with lead safety rules (24 CFR Part 35): _____
5. What number of units were created through conversion of a non-residential to residential building: _____
6. Of the number of rehabilitated rental units designated affordable, specify:
 - a. Number of units occupied by elderly: _____
 - b. The number of years there will be affordability restrictions: _____
 - c. Units subsidized with project-based rental assistance by another federal, State or local program: _____
7. What number of affordable units were designated for persons with HIV/AIDS including units receiving assistance for operations:
 - a. Of those, what number are for chronically homeless: _____
8. What number of affordable units are permanent housing units for homeless persons and families, including units receiving assistance for operations:
 - a. Of those, the number for the chronically homeless: _____

Accomplishment Narrative (Please provide Activity Accomplishment Narrative)

ORGANIZATION CARRYING OUT ACTIVITY

IDIS cdbg 3

Indicate if the activity will be carried out by one of the following:

- Grantee employees
- Contractors
- Grantee employees & contractors
- By others under a Sub-recipient Agreement

If you are using a Sub-recipient Agreement, indicate the name of the Organization:

County of Glenn Housing and Weatherization

Activity is being carried out by:

- A 105 (a) (15) entity as defined under the Housing and Development Act
- Another unit of local government
- Another public agency

IDIS cdbg 4

Indicate all that applies to this organization:

- Non-profit organization
- For-profit entity
- A faith-based organization
- An institution of higher education

Code Section 105(a) (15) is from the Housing and Development Act and provides the provision of assistance to neighborhood-based nonprofit organizations, local development corporations, and nonprofit organizations serving the development needs of communities in non-entitlement areas to carry out neighborhood revitalization, community economic development or energy conservation projects.

AGENDA ITEM

July 22, 2014

TO: Steve Holsinger, City Manager
FROM: Wayne Peabody, Fire Chief
SUBJECT: 2014 Weed Abatement-Public Hearing

RECOMMENDATION:

This is a public hearing. Upon conclusion of the public hearing, consider adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 7, 2014.

SITUATION (or BACKGROUND):

On April 22, 2014 the City Council adopted a resolution declaring rubbish, refuse, and weeds to be a public nuisance and that the City Fire Department had made a survey of the areas in town that had nuisance and notified the property owners that they must remove this nuisance or the City would perform the task and bill the property owner accordingly.

In accordance with the California Administrative Code a hearing is required prior to the adoption of the resolution confirming cost of weed abatement and declaring those cost a lien against those properties on which work was performed. The purpose of this hearing is to discuss the cost of abatement only. The hearing on protesting and ordering abatement was held on May 27th, 2014.

FINCIAL CONSIDERATIONS:

Properties that the City Contractor abated will be billed to the property owner plus a 25% administration fee. For the property owners that do not pay their will be a lien placed against their property and will appear on their tax statement from the county.

NOTIFICATION:

Valley Mirror published the hearing July 14, 2014.

ALTERNATE ACTIONS:

- 1: Request additional information from staff
- 2: Reject staff recommendation and/or direct item to returned.

RECOMMENDATION:

This is a public hearing. Upon conclusion of the public hearing, consider adoption of the attached resolution confirming costs of abatement and declaring them a special assessment as of August 7th, 2014.

Respectfully Submitted



Wayne Peabody
Fire Chief

Approved By



Steve Holsinger
City Manager

ATTACHMENT:

- A: Attachment A: 2014 Weed Abatement Resolution Confirming cost of abatement and declaring them a special assessment.
- B: Attachment B: 2013 Weed Abatement list of property and cost (Will be distributed on the evening of the meeting).

ATTACHMENT A

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WILLOWS CONFIRMING COSTS OF
ABATEMENT AND DECLARING THEM A
SPECIAL ASSESSMENT

WHEREAS, the parcels listed on the attached Exhibit B dated July 22, 2014, were declared a nuisance and ordered abated as of the Council meeting of May 27th, 2014; and

WHEREAS, the required notices as set forth in Section 39500 through 39588 of the Government Code have been sent as required by law; and

WHEREAS, the owners of said parcels failed to abate the nuisance and hence were abated by the City of Willows as prescribed by law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows held the required public protest hearing on May 27th, 2014, and does hereby confirm the costs of abatement and declare them a lien against the property effective August 7th, 2014.

PASSED AND ADOPTED by the City Council of the City of Willows this 22nd day of July, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jeff Cobb, Mayor

ATTEST:

Natalie Butler, City Clerk

AGENDA ITEM

July 22, 2014

TO: Honorable Mayor Cobb and Members of City Council
FROM: Steve Holsinger, City Manager
SUBJECT: Council consideration of support for partnering with CA Water Service Company to seek funding for Chromium-six treatment facilities in Willows

RECOMMENDATION:

Council to consider adoption of a Resolution, authorizing the City Manager to submit an application and any/or all documents required in conjunction the State Water Resources Control Board, Cleanup and Abatement Account Interim Emergency Drinking Water Financial Assistance Program.

SUMMARY

As a result of recent legislative actions set forth in California Code of Regulations: Title 22, Sections: 64213, 64431, 64432, 6447.2, 64463, 64465, 64481, 64530, 64534, 64534.2, 64534.8, 34535.2, 34535.4, 64671.80, effective July 1, 2014, new standards regarding Chromium six must be implemented. Cal Water is currently exhausting every effort to seek funding to mitigate the impacts to the residents/customer within the City of Willows Municipal Water system. The financial assistance program identified by the attached Resolution is one potential funding source currently available. However, only the City of Willows can apply; much like the Federal HOME Loan program funding being used on the Willows Senior Apartment Project. Therefore Cal Water representatives approached city staff about the possibility of the City of Willows seeking funding under this program. Staff is recommending City Council approval

FINANCIAL CONSIDERATIONS

NONE, this action will have not result in financial impact on the City of Willows Government Operations.

NOTIFICATION

Robert Thompson, Cal Water
Acting Water Quality Program Manager

RECOMMENDATION

Council to consider adoption of a Resolution, authorizing the City Manager to submit an application and any/or all documents required in conjunction the State Water Resources Control Board, Cleanup and Abatement Account Interim Emergency Drinking Water Financial Assistance Program.

Respectfully submitted,

Stephen A Holsinger
City Manager

Attachments: Resolution Authorizing Application Submittal

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD FOR FUNDING UNDER THE CLEANUP AND ABATEMENT ACCOUNT INTERIM EMERGENCY DRINKING WATER FINANCIAL ASSISTANCE PROGRAM; AND IF SELECTED, THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS THERETO, AND OF ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE STATE WATER RESOURCES FINANCIAL ASSISTANCE PROGRAM.

WHEREAS, The California State Water Resources Control Board (SWRCB the "AGENCY") is authorized to allocate funding for Interim Emergency Drinking Water Financial Assistance ("SWRCB") funds made available from the Division of Financial Assistance; and

WHEREAS, the Cleanup and Abatement Account Interim Emergency Drinking Water funds are to be used for the purposes, in part as result of Legislation set forth in California Code of Regulations: Title 22, Sections: 64213, 64431, 64432, 6447.2, 64463, 64465, 64481, 64530, 64534, 64534.2, 64534.8, 34535.2, 34535.4, 64671.80; and

WHEREAS, effective on July 1, 2014, as a result of the aforementioned Legislation, it became necessary for the City of Willows and California Water Service Company to seek funding necessary to implement new regulatory standards; and

WHEREAS, in response to this Legislation effective July 1, 2014, the City of Willows a municipal corporation (the "Applicant"), wishes to apply to the (SWRCB) for, and receive an allocation of Interim Emergency Drinking Water Financial Assistance.

NOW THEREFORE BE IT RESOLVED THAT: the Applicant (City of Willows) shall submit an application to the Agency to participate in the Financial Assistance program and for an allocation of funds not to exceed Three Million Eight Hundred Forty Seven Thousand, Nine Hundred Seventy-eight Dollars (\$3,847,978) for the following activities and/or programs:

- A. Install no less than four strong-base Ion Exchange Cr VI treatment facilities in the City of Willows, municipal water system.
- B. California Water Services Company shall provide all services and maintenance required to up-keep the new treatment facilities.
- C. The Applicant may also execute a standard agreement, any amendments thereto, and any and all other documents or instruments necessary or required by the California State Water Resources Control Board; Interim Emergency Drinking Water Financial Assistance Program (collectively, the required documents).

BE IT FURTHER RESOLVED THAT: The applicant authorizes the City Manager or his designee(s) to execute, in the name of the applicant, the required documents.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 22nd day of July, 2014, by the following vote:

AYES in favor of:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mayor Jeffrey T Cobb

The above Mayor of the City of Willows ("the applicant") does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing board of the applicant passed and adopted at a duly convened meeting on the date set forth above, and said resolution has not been altered, amended, or repealed.

ATTESTED:

Natalie Butler, City Clerk



INTERIM EMERGENCY DRINKING WATER FUNDING APPLICATION



EDMUND G. BROWN JR
Governor

A. CONTACT INFORMATION / GRANT ADMINISTRATOR

Identify the person who will be responsible for administering the funding agreement.

Name: Stephen Holsinger

Title: City Manager

Email Address: Sholsinger@cityofwillows.org

Phone No.: 530-934-7041

Mailing Address: 201 N. Lassen Street

City: Willows

State: CA

Zip: 95988

B. WATER SYSTEM INFORMATION

1. Water System Name: California Water Service Co. – Willows

2. Water System Number: 1110003

3. Number of Service Connections: 2422

4. Population Served: 6100

5. Indicate the Ownership of the Water System (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Not-For-Profit Water Districts |
| <input type="checkbox"/> County Agency | <input type="checkbox"/> Not-For-Profit Organization (Federal Tax ID No. _____) |
| <input type="checkbox"/> Special District | <input type="checkbox"/> Tribal Government |
| <input type="checkbox"/> State Agency | <input checked="" type="checkbox"/> Other (Explain: "Public Utility" pursuant to §216 of the CA Public Utilities Code & "Public Water System" pursuant §116275 of the CA Health & Safety Code) |
| <input type="checkbox"/> Federal Agency | |

C. PROJECT TYPE

1. Indicate Project Type: Bottled Water Vending Machines Point of Use Devices (e.g., Filtration)
 Hauled Water Wellhead Treatment Planning*
 Other (Explain: _____)

*While the primary objective for this funding is to provide interim emergency drinking water, the State Water Resources Control Board recognizes that planning for a long-term solution is an integral part of any emergency drinking water funding.

2. Will the project serve an economically disadvantaged community? YES NO
 If YES, please check one of the following: Disadvantaged Community Severely Disadvantaged Community

3. Provide the annual Median Household Income (MHI): \$41,020

4. Describe how the MHI was determined and attach supporting documentation:

The City of Willows has an MHI of \$41,020 as determined by the United States Census QuickFacts. This is 66.8% of the State MHI, significantly lower than the \$48,706 DAC threshold (80% of the Statewide MHI).

State Use Only	
Project #	
Project Manager	
Date Received	

D. ESTIMATED TOTAL PROJECT COST

1. Amount of emergency funds requested: \$3,847,978

E. PROJECT DESCRIPTION

1. Describe the existing water system:

Cal Water has provided water utility services in the City of Willows since 1927. Cal Water utilizes seven wells, two storage tanks, and 35.7 miles of pipeline to pump and deliver two million gallons of local groundwater per day. On July 1, 2014 the MCL for Cr VI was adopted into law. All seven of the active groundwater wells that serve the community of Willows have water that exceeds the new MCL and must be treated in order to comply with State requirements.

2. Describe the water quality problem impacting the water system:

All seven of the active groundwater wells that serve the community of Willows have water that exceeds the new MCL which must be treated in order to comply with State requirements. Cal Water will install treatment facilities at four identified wells, the minimum necessary to meet peak demand and fire flow regulations. Cal Water's Willows District customers will be dramatically and disproportionately hard-hit by the costs to comply with the new Cr VI MCL. We estimate that the cost of the installation of the treatment to be \$8.099 million, and the resulting average residential customer rate increase will be about \$515 per year (about a 56% rate increase). Willows is a Disadvantaged Community and Cal Water is seeking these grant funds to ensure clean drinking water is provided to the residents at a reasonable rate.

3. Indicate the source(s) of contamination:

Anthropogenic (i.e., man-made) Source Naturally Occurring Source Not Sure

Describe the source of contamination and indicate if a Responsible Party for the contamination has been identified:

The hexavalent chromium in Willows is naturally occurring and can be mostly attributed to the serpentinite formations found within the coastal range, just to the west of Willows. Each of the district wells and many other communities in the area have very similar concentrations. Wide areas that are affected by a contaminant at similar concentrations typically indicate a naturally occurring source, as opposed to an anthropogenic source where contaminant concentrations vary considerably.

4. Describe the proposed interim solution to this problem. The description should include, but not be limited to, the following information: a list of items that will be purchased, where they will be located, and how they will be serviced and maintained. Describe how many weeks, months, or years the project will provide emergency funding for the water supply.

Cal Water will purchase and install four strong-base Ion Exchange Cr VI treatment facilities; one at each of four affected wells. These treatment plants consist of ion-exchange vessels, piping and valves, controls, and other ancillary equipment necessary to have a functioning facility. Cal Water will provide all service and maintenance required to up-keep the new treatment equipment. Pilot testing has been completed, treatment technology has been decided, and equipment supplier bids have been received. We have selected an equipment supplier and will have a contract signed by June, 2014. Equipment will be installed and operational by Q1-2015. In order to meet MCL standards for Cr VI, the Willows District of Cal Water must have its treatment equipment installed and in operation during the first quarter of 2015. Given this time frame, the Company will be installing the equipment and associated piping beginning in the Fall of 2014. In the attempt to mitigate a substantial future burden on the district ratepayers, this is a one-time request for funding in order to supplement the capital costs of installing four separate treatment facilities.

5. Do you have any plans for a permanent solution? YES NO

If YES, describe the solution, estimated cost, and schedule to implement the solution:

Cal Water will purchase and install four strong-base Ion Exchange Cr VI treatment facilities; one at each of four affected wells. These treatment plants consist of ion-exchange vessels, piping and valves, controls, and other ancillary equipment necessary to have a functioning facility. Cal Water will provide all service and maintenance required to up-keep the new treatment equipment. Pilot testing has been completed, treatment technology has been decided, and equipment supplier bids have been received. We have selected an equipment supplier and will have a contract signed by June, 2014. Equipment will be installed and operational by Q1-2015. In order to meet MCL standards for Cr VI, the Willows District of Cal Water must have its treatment equipment installed and in operation during the first quarter of 2015. Given this time frame, the Company will be installing the equipment and associated piping beginning in the Fall of 2014.ⁱ

Cost Classification	Total Costs	
Preliminary Costs	\$	132,000
Construction Costs	\$	1,445,000
Engineering Costs	\$	827,000
Equipment Costs	\$	3,140,000
Land Acquisition	\$	NA
Contingencies	\$	2,686,000
Other Costs	\$	775,000
Total Estimated Cost \$	\$	9,005,000

6. Has the applicant submitted a pre-application to the California Department of Public Health (CDPH) Safe Drinking Water State Revolving Fund (SDWSRF) program for a permanent solution?

Neither Cal Water nor the City of Willows intends to apply.

7. Has the applicant applied for emergency/interim funding from any other sources? YES NO
If YES, list the source(s) below and the funding amount for the corresponding source(s):

Cal Water has applied for the following:

- a. North Sacramento Valley Integrated Regional Water Management Plan c. \$8.099 million

8. Describe the current financial status of the water system and provide an explanation to show that the water system is lacking the financial capacity for the emergency/interim solution:

Cal Water's Willows District customers will be dramatically and disproportionately hard-hit by the costs to comply with the new Cr VI MCL. We estimate that the cost of the installation of the treatment will be \$8.099 million, and the resulting average residential customer rate increase will be about \$515 per year (about a 56% rate increase). The community of Willows is a Disadvantaged Community and residents will not be able to afford the additional costs of delivering water that meets the new standards. Unless grant funding is secured, Cal Water will fund the projects as a normal course of business and pass on the cost to customers in their water rates. Residents will not be able to afford the significant rate increase Cal Water would need to impose.

9. Describe how the water system customers will be notified of the availability of alternate water supplies and the method for customers to access those supplies:

Cal Water's Willows district is situated in an agricultural area and it is not close to any alternative municipal water utilities. As such, consolidation with an adjacent utility is not a compliance option and on-site treatment is the only feasible long-term alternative for providing water to customers.

F. ATTACHMENTS TO THE APPLICATION

In order to process this application in a timely manner, the applicant must provide the following documents to support the information stated above:

- A detailed cost breakdown for the proposed project
- A service area map for the water system
- The basis used to determine the water system's Annual MHI. The Annual MHI must be for the service area served by the water system. Attach all supporting documents (e.g., information provided in an existing CDPH SDWSRF application, census data, income survey, the most recent tax form, or other verifiable document) to this application.
- A copy of the domestic water supply permit issued by the local CDPH District Office or county showing the Water System Name and Water System Number.

G. APPLICATION CERTIFICATION

I hereby certify that this application was prepared by a representative who was duly authorized by the water system's governing body. Please attach the authorizing document (for example: resolution, ordinance, etc.) if applicable. I further attest that the information provided in this application, including the annual median household income stated in Section E, and its supporting information are accurate to the best of my knowledge.

The State Water Resources Control Board is working with CDPH and other State and Federal Agencies and this application may be referred to other State and/or Federal Agencies for funding.

Authorized Representative's Signature

Date

Authorized Representative's Name (print)

Title

¹ Estimated costs are subject to change and will vary depending on the number of units installed and on-going research into minimizing waste stream disposal expenses.

Willows

Hexavalent Chromium Treatment Station Locations

- Legend**
- Station
 - Service Area



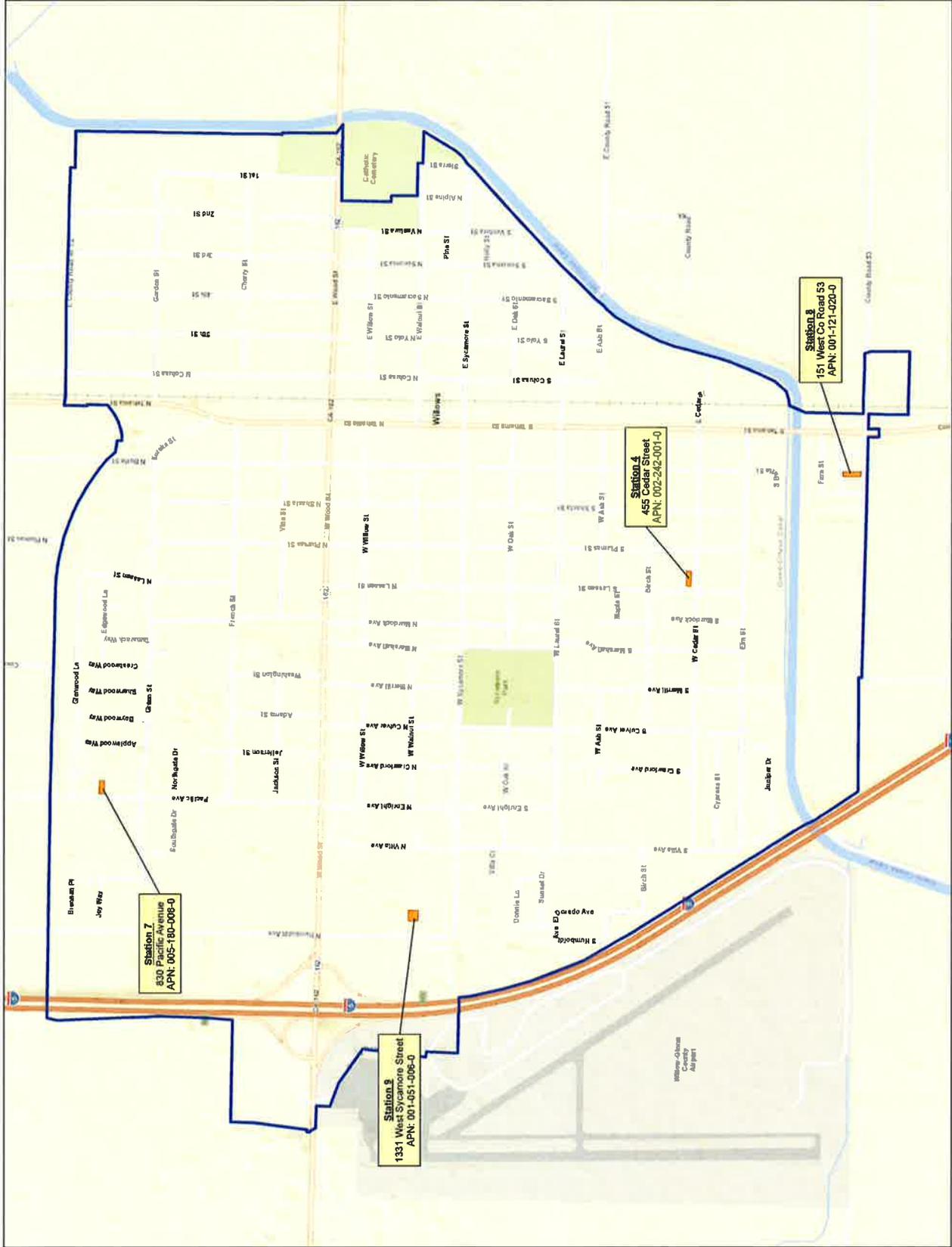
Data Source:
Esri World Street Map GIS Service

Date of Issue: 05/20/2014
Date of Update:

WGS 1984 California Teale Albers feet



CALIFORNIA WATER
SERVICE COMPANY
1720 North First Street
San Jose, CA 95112
(408) 367 - 8200



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State & County QuickFacts

Willows (city), California

People QuickFacts	Willows California	
Population, 2013 estimate	6,100	38,332,521
Population, 2012 estimate	6,109	37,999,878
Population, 2010 (April 1) estimates base	6,166	37,253,959
Population, percent change, April 1, 2010 to July 1, 2013	-1.1%	2.9%
Population, percent change, April 1, 2010 to July 1, 2012	-0.9%	2.0%
Population, 2010	6,166	37,253,958
Persons under 5 years, percent, 2010	8.9%	6.8%
Persons under 18 years, percent, 2010	28.9%	25.0%
Persons 65 years and over, percent, 2010	12.7%	11.4%
Female persons, percent, 2010	50.6%	50.3%
<hr/>		
White alone, percent, 2010 (a)	69.6%	57.6%
Black or African American alone, percent, 2010 (a)	1.3%	6.2%
American Indian and Alaska Native alone, percent, 2010 (a)	2.2%	1.0%
Asian alone, percent, 2010 (a)	5.1%	13.0%
Native Hawaiian and Other Pacific Islander alone, percent, 2010 (a)	0.2%	0.4%
Two or More Races, percent, 2010	3.6%	4.9%
Hispanic or Latino, percent, 2010 (b)	32.8%	37.6%
White alone, not Hispanic or Latino, percent, 2010	57.7%	40.1%
<hr/>		
Living in same house 1 year & over, percent, 2008-2012	64.7%	84.2%
Foreign born persons, percent, 2008-2012	14.8%	27.1%
Language other than English spoken at home, pct age 5+, 2008-2012	29.2%	43.5%
High school graduate or higher, percent of persons age 25+, 2008-2012	80.4%	81.0%
Bachelor's degree or higher, percent of persons age 25+, 2008-2012	19.7%	30.5%
Veterans, 2008-2012	380	1,952,910
Mean travel time to work (minutes), workers age 18+, 2008-2012	17.7	27.1
Housing units, 2010	2,399	13,680,061
Homeownership rate, 2008-2012	53.3%	56.0%
Housing units in multi-unit structures, percent, 2008-2012	28.0%	30.9%
Median value of owner-occupied housing units, 2008-2012	\$214,500	\$383,900
Households, 2008-2012	2,281	12,466,331
Persons per household, 2008-2012	2.58	2.93
Per capita money income in past 12 months (2012 dollars), 2008-2012	\$22,947	\$29,551
Median household income, 2008-2012	\$41,020	\$61,400
Persons below poverty level, percent, 2008-2012	26.5%	15.3%
<hr/>		
Business QuickFacts	Willows California	
Total number of firms, 2007	492	3,425,510
Black-owned firms, percent, 2007	F	4.0%
American Indian- and Alaska Native-owned firms, percent, 2007	F	1.3%
Asian-owned firms, percent, 2007	F	14.9%
Native Hawaiian and Other Pacific Islander-owned firms, percent, 2007	F	0.3%
Hispanic-owned firms, percent, 2007	S	16.5%
Women-owned firms, percent, 2007	S	30.3%

Manufacturers shipments, 2007 (\$1000)	0 ¹ 491,372,092
Merchant wholesaler sales, 2007 (\$1000)	33,326 598,456,486
Retail sales, 2007 (\$1000)	80,099 455,032,270
Retail sales per capita, 2007	\$12,890 \$12,561
Accommodation and food services sales, 2007 (\$1000)	21,905 80,852,787

Geography QuickFacts	Willows	California
Land area in square miles, 2010	2.85	155,779.22
Persons per square mile, 2010	2,165.8	239.1
FIPS Code	85684	06
Counties		

1: Counties with 500 employees or less are excluded.

(a) Includes persons reporting only one race.
 (b) Hispanics may be of any race, so also are included in applicable race categories.

D: Suppressed to avoid disclosure of confidential information
 F: Fewer than 25 firms
 FN: Footnote on this item for this area in place of data
 NA: Not available
 S: Suppressed; does not meet publication standards
 X: Not applicable
 Z: Value greater than zero but less than half unit of measure shown

Source U.S. Census Bureau: State and County QuickFacts. Data derived from Population Estimates, American Community Survey, Census of Population and Housing, County Business Patterns, Economic Census, Survey of Business Owners, Building Permits, Census of Governments
 Last Revised: Wednesday, 11-Jun-2014 06:48:53 EDT

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||||

STATE OF CALIFORNIA

DEPARTMENT OF PUBLIC HEALTH

Water Supply Permit

The State Board of Public Health Hereby Grants Permission To

CALIFORNIA WATER SERVICE COMPANY (WILLOWS SYSTEM)

To Furnish or Supply Water for Domestic Purposes To

WILLOWS AND VICINITY

This Permit Becomes Effective OCTOBER 29, 1965

and is granted subject to the provisions of Division 5, Part 1, Chapter 7 of the Health and Safety Code of the State of California and the Board's Resolution of OCTOBER 29, 1965.

Acting Executive Officer

Henry M. Eisenberg

Water Permit No. 65-137

Resolution Granting Permit

Whereas the

CALIFORNIA WATER SERVICE COMPANY (WILLOWS SYSTEM)

on FEBRUARY 12, 1952 filed a petition for a permit to furnish water for domestic purposes, and

Whereas the State Board of Public Health has made a thorough investigation of petitioner's proposal, the report of said investigation being attached hereto marked Exhibit "A" and by this reference made a part hereof, and

Whereas this board determines subject to the requirements set forth herein that the furnishing or supplying of water is such that under all the circumstances and conditions described said water will be pure, wholesome, and potable and will not endanger the lives and health of human beings,

Resolved that a permit be granted to applicant subject to the special requirements set forth below:

NONE

This permit supersedes all domestic water permits previously granted for this system.

Water Permit No. 65-137

Date OCTOBER 29, 1965


Acting Executive Officer

11-003

DEPARTMENT OF PUBLIC HEALTH
BERKELEY



EXHIBIT A In the matter
of the Permit Application
From

CALIFORNIA WATER SERVICE COMPANY
Serving Willows and Vicinity
Glenn County

SANITARY ENGINEERING
INVESTIGATION OF
DOMESTIC WATER SUPPLY

October, 1965

Report Approved by

A handwritten signature in cursive, appearing to read "W. Foster Jr.", written over a horizontal line.

Chief, Bureau of Sanitary Engineering

DEPARTMENT OF PUBLIC HEALTH

2151 BERKELEY WAY
BERKELEY 94704

EXHIBIT A In the Matter
of the Permit Application
from
California Water Service Company
dated February 12, 1952
Serving Willows and Vicinity

Sanitary Engineering Investigation of
Domestic Water Supply
October, 1965

I. INTRODUCTIONA. Purpose of Report

The Willows water system was granted a domestic water permit on January 13, 1954. The purpose of this report is to appraise and evaluate the water system for a revised permit.

B. Description of System

Domestic water for the community of Willows is obtained from six deep wells. The 100,000 gallon elevated tank serves as a balancing storage unit. The water is chlorinated at three well sources. A location map and a schematic diagram of the water system are shown in Figures 1 and 2.

II. INVESTIGATIONA. Sources of Information

1. Mr. J. R. Rossman, Sanitary Engineer, California Water Service Company.
2. Mr. C. H. Staley, Superintendent, California Water Service Company.

B. Recent Improvements

- 1959 - The Southern Pacific Railroad Well was leased. The vent pipe at Station 4-01 (pit well) was extended above ground level and screened. Hypochlorinators were installed at Station 2-01 and the S.P.R.R. Well for iron bacteria control.
- 1964 - Station 7-01 was drilled and completed. The number of bacteriological samples collected per month was increased.
- 1965 - Well 3-01 was abandoned, filled and sealed. A sand trap was installed at Station 7-01.

C. Area Served

The water system serves the City of Willows and vicinity with a combined population of 6,500. Willows, a Sacramento Valley community, is the Glenn County Seat. The climate is characterized by hot, dry summers and cool, wet winters. The mean annual precipitation is 17.7 inches. The average temperatures during January and July are, respectively, 45°F and 79°F.

Number of Consumers and Water Consumption

Year	Est. Pop.	No. of Connections	No. of Meters	Min. Month MGD	Max. Month MGD
1930	2860	817	Est. 800	0.14	0.37
1940	2975	850	850	0.14	0.32
1950	4200	1199	793	0.3	1.1
1958	5450	1560	760	0.5	2.3
1964	6475	1856	690	0.5	2.4

There is a main line meter at each well. The quantity of water pumped daily is recorded. The maximum amount of water pumped per day in 1964 was 2.9 M.G.D. The safe combined maximum production of the wells is 4.75 M.G.D.

D. Water Sources

A summary of the wells is given in Table I. All of the wells except Station 5-01 and 7-01 are equipped with deep well turbine pumps and are housed. Stations 5-01 and 7-01 have submersible pumps.

Station 4-01 well is located in a concrete pit 4-1/2 feet deep. The surface sealed casing terminates two feet above the pit floor. The screened 2-inch vent pipe extends above the ground surface. Stations 4-01 and 6-01 are equipped with auxiliary automatic gasoline engines.

All of the wells are located more than 50 feet from sewers. All of the wells have annular seals except the leased Southern Pacific Railroad Well.

Table I. Summary of Wells

Well	Distance To Sewer	Well Depth	First Perf.	Depth to Imperv. Stratum	Depth to Annular Seal	Capacity g.p.m.
2-01	>100'	700'	N.A.	Surface	116'	300
4-01	> 50'	735'	None	5'	115'	800
5-01	> 75'	670'	165'	Surface	60'	650
6-01	>125'	657'	173'	2'	64'	700
7-01	130'	759'	173'	32'	54'	600
S.P.	>100'	327'	N.A.	N.A.	None	250

The S. P. Well is used only during the summer months and the rest of the wells are used the year round. All the well pumps are operated by pressure controls except Station 2-01 which is activated by liquid level electrodes in the nearby elevated tank. Chemical analyses of the well water and bacteriological analyses of the system are given in the appendix. These analyses show that the water meets the U. S. Public Health Service Drinking Water Standards.

E. Treatment

Hypochlorinators have been installed at Stations 2-01, 5-01, and the S. P. Well to control iron bacteria in the mains. Sodium hypochlorite solution is added to the water at the well pump discharge. The chlorine and water are mixed in the pump discharge pipe and the mains. Chlorine residual tests are done weekly. The free available chlorine residual after a few minutes contact time is maintained at 0.05 to 0.3 ppm. Chlorination records are maintained at each chlorinator installation.

F. Storage and Distribution

The 100,000 gallon elevated steel tank located on the same lot as Station 2-01 serves as a balancing storage unit for the system. The maximum water surface elevation is 101 feet. An 8-inch altitude valve regulates the flow into tank through a 10-inch inlet-outlet pipe. Liquid level electrodes in the tank operate Station 2-01. The tank is free of sanitary hazards and defects.

The distribution system includes transite, cast iron and steel pipe. The pipe is reportedly in good condition. The water pressures range from 30 to 40 psi. The 26.3 miles of piping is gridded except for several dead ends on the perimeter of the system. The Company has a routine main flushing program.

G. Maintenance and Operation

A cross-connection control program is maintained by the Company. The State Department of Public Health cross-connection regulations are applied when either new services to premises with private water supplies or connections to other piping systems are involved. When cross-connections are discovered in the existing system, the Company's sanitary engineer appraises the degree of hazard. The appropriate backflow device is installed as warranted in the opinion of the engineer. The backflow devices are inspected annually and a record is maintained. The City has adopted and enforces the Uniform Plumbing Code.

Mains are disinfected by a method developed by the California Water Service Company. The procedure is given in the Company's "Instructions for Sterilizing New and Repaired Mains, Wells, Pumps and Tanks". Bacteriological tests performed by the Company indicate that effective main disinfection is accomplished by this method.

Electrical power outages are generally of short duration in the area. Stations 6-01 and 4-01 are equipped with auxiliary gasoline engines and can

supply water during an extended power outage. In addition, the Company has developed its own master disaster plan providing man power, communications, material and emergency water treatment units.

The Company maintains detailed records of the distribution system, well logs, pumping data, physical structure, water consumption, chlorination data, chemical and bacteriological analyses, cross-connection and complaint actions.

The summaries of the bacteriological and chemical data are given in the appendix. The Company collects and analyzes seven or more bacteriological samples per month.

III. APPRAISAL OF SANITARY HAZARDS AND SAFEGUARDS

The water system is capable of producing and delivering water of satisfactory quality for domestic use. Operation and maintenance of the system are under qualified and conscientious supervision. Field inspections, bacteriological and chemical analyses indicate the water delivered to the consumers has been safe, wholesome and potable. The pit at Station 4-02 is tentatively scheduled for elimination in 1967.

IV. RECOMMENDATION

This investigation shows that a revised water permit should be granted to the California Water Service Company to continue to operate the Willows water system as described in the original application dated February 12, 1952.

LRH:MS

cc: Cal. Water Service Co., San Jose
" " " " Willows
" " " " Chico
Glenn Co. Health Dept.
Regional Engineer
District Engineer (2)
San. Sur: File

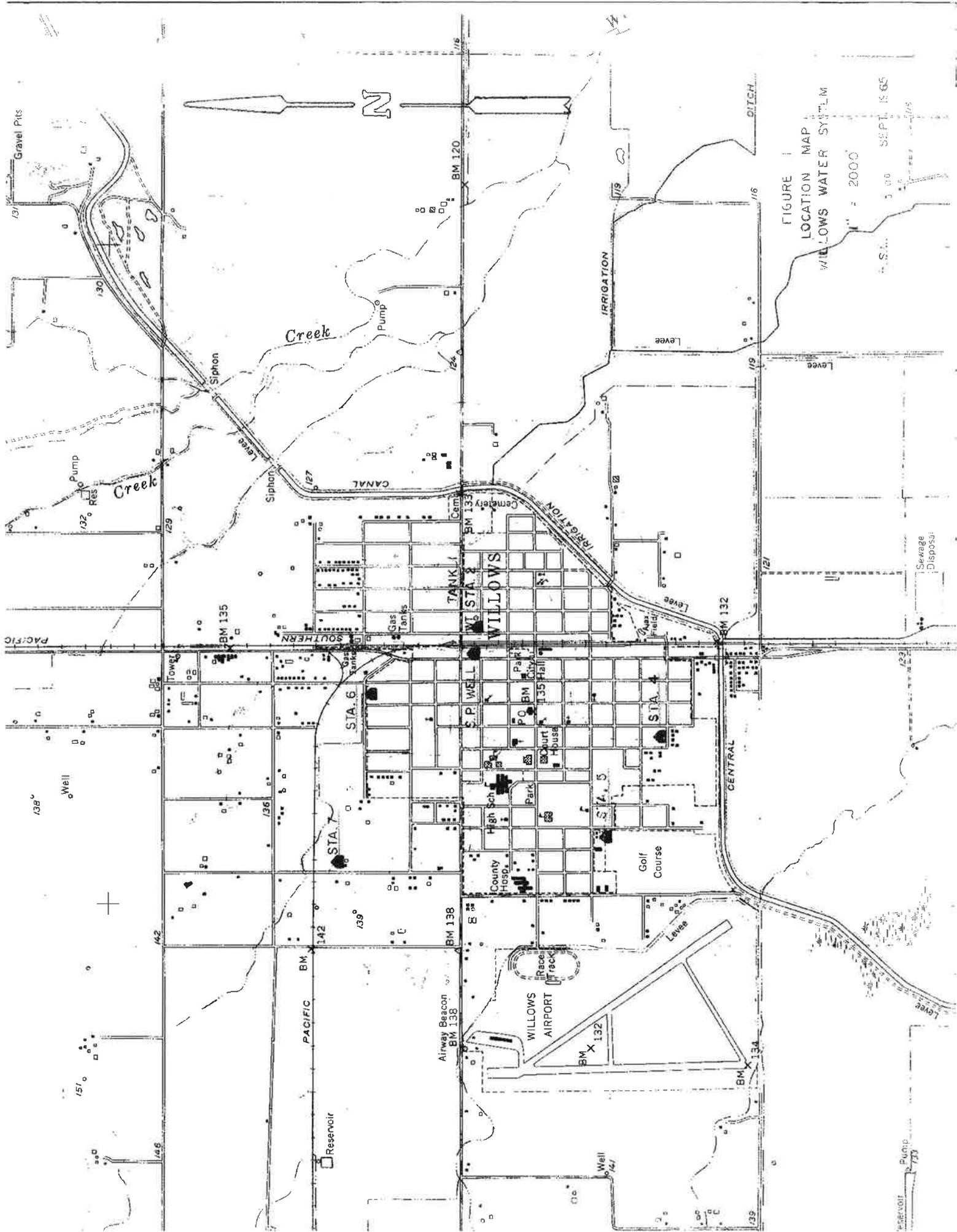
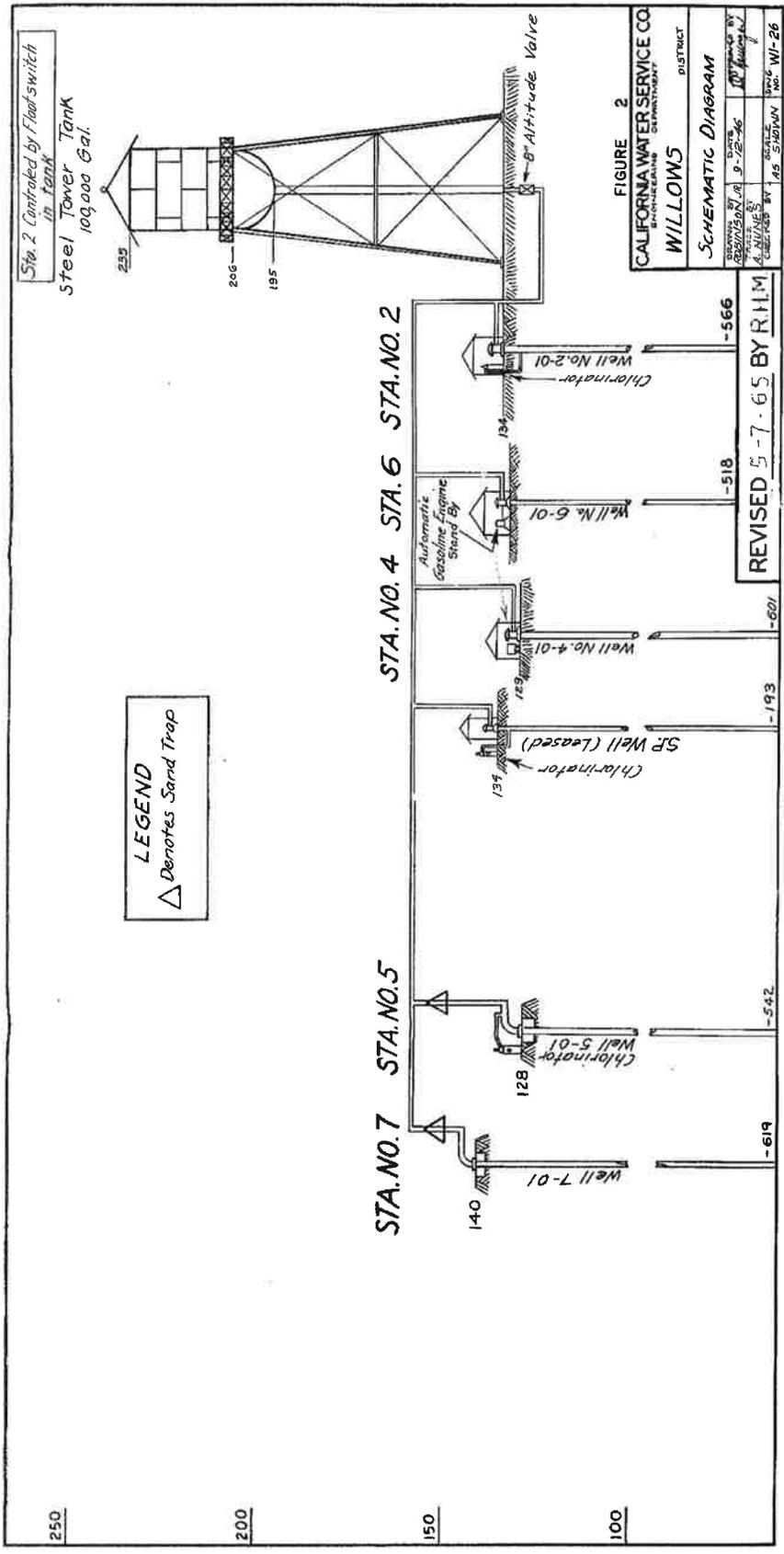


FIGURE 1
 LOCATION MAP
 WILLOWS WATER SYSTEM
 SCALE = 2000'
 SEP. 1965



Sta. 2 Controlled by Float-switch
in Tank
Steel Tower Tank
100,000 Gal.

LEGEND
△ Denotes Sand Trap

FIGURE 2
CALIFORNIA WATER SERVICE CO.
DISTRICT
WILLOWS
SCHEMATIC DIAGRAM

DESIGNED BY: [Signature]
DRAWN BY: [Signature]
CHECKED BY: [Signature]
DATE: 9-22-65
SCALE: AS SHOWN
SHEET NO. 10
PROJECT NO. WI-26

REVISED 5-7-65 BY R.H.M.

250

200

150

100

STA. NO. 7 STA. NO. 5

STA. NO. 4 STA. NO. 6 STA. NO. 2

Well 7-01
140

Chlorinator
Well 5-01
128

Chlorinator
SF Well (Leased)
139

Well No. 4-01
123

Automatic Gasoline Engine Stand By
Well No. 6-01
134

Chlorinator
Well No. 2-01
134

-619

-542

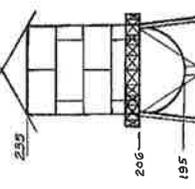
-193

-601

-518

-566

8" Air-Lift Valve



STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

WELL DATA (1) Place and Owner Willows - California Water Service Company

(2) Source of Information J.R. Rossum and G.M. Staley

Collected by L.R. Heinzel

Date December 9, 1964

(3) Number or Name	No. 2-01	No. 4-01
Date drilled	1921	1929
(4) Location: Neighborhood	Industrial & Residential	Residential
Size of lot	200' x 200'	50' x 100'
Distance to: Sewer	>100'	> 50'
Sewage disposal	None	None
Abandoned well	No information	None known
Nearest property line	40' (incl. alley)	25'
(5) Housing: Type	Metal bldg	Stucco & Frame
Condition	Good	Good
Pit depth (if any)	None	4½'
Floor (material)	Conc. block	Concrete
Drainage	Good	No drainage provision in
(6) Well Depth	700'	735' pit.
(7) Casing: Depth	587'	735'
Diameter	10"	12"
Kind	Steel casing	10 ga steel casing
Height above floor	22" above ground	2-ft above pit floor
Distance to highest perforations	Not known	At bottom of well
Surface sealed (yes or no)	Yes	Yes
Gravel pack (yes or no)	No	No
Second casing depth	116'	115'
Second casing diameter	16"	16"
Annular seal (depth)	109½'	115'
(8) Impervious Strata: { Thickness	28'	75'
Penetrated { Depth to	0'	5'
(9) Water Levels: { Surface	12' - 15'	12' - 15'
Depth to { Static	24'	26'
{ When Pumping	60' @ 300 gpm	57' @ 800 gpm
(10) Pump: Make	Layne & Bowler	Byron Jackson
Type	DWT	DWT
Capacity, g.p.m.	300 gpm	800 gpm
Lubrication	Oil	Oil
Power	Elect 40 h.p.	Elect 50 h.p.
Auxiliary power	None	Buda Gasoline engine
Control	Tank electrodes	Auto pressure control
Discharge location		
Discharge to	System & tank	System
(11) Frequency of Use	Continuous	Continuous
(12) Flood Hazard	Nil	Nil
(13) Remarks and Defects (Use other side if necessary)		

(14) Show well log on other side.

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STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

WELL DATA (1) Place and Owner Willows - California Water Service Company

(2) Source of Information J.M. Rossen and C.M. Staley

Collected by L.E. Heinzel

Date September 27, 1965

(3) Number or Name	6-01	6-01	7-01
Date drilled	1950	1956	1964
(4) Location: Neighborhood	Residential	Residential	Rural
Size of lot	50' x 150'	50' x 100'	50' x 130'
Distance to: Sewer	75'	125'	Unsewered area
Sewage disposal	None	None	130'
Abandoned well	None known	None known	None known
Nearest property line	25'	25'	25'
(5) Housing: Type	None	Metal bldg	None
Condition	None	Good	
Pit depth (if any)	None	None	None
Floor (material)	Conc block	Concrete	Conc pump base
Drainage	Good	Good	Good
(6) Well Depth	670'	652'	759'
(7) Casing: Depth	670'	652'	759'
Diameter	16-in	16-in	16-in
Kind	10 ga. steel	10 ga. steel	4b, 10 ga. HR
Height above floor	17" above ground	12-inches	18-inches
Distance to highest perforations	165-ft	173-ft	173-ft
Surface sealed (yes or no)	Yes	Yes	Yes
Gravel pack (yes or no)	No	No	No
Second casing depth	60-ft	64-ft	64-ft
Second casing diameter	20-inches	20-inches	20-inches
Annular seal (depth)	60-ft cement	64-ft cement	64-ft cement grout
(8) Impervious Strata: {			
Penetrated {	Thickness 14-ft	22-ft	30-ft
Depth to	0-ft	2-ft	32-ft
(9) Water Levels: {			
Depth to {	Surface 12-ft - 15-ft	12-ft - 15-ft	-
Static	25-ft	27-ft	62-ft
When Pumping	43-ft @ 650 gpm	46-ft @ 700 gpm	28' @ 600 gpm
(10) Pump: Make	Byron Jackson	Layne & Bowler	Layne & Bowler
Type	Submersible pump	WT	Submersible
Capacity, g.p.m.	650 gpm	700 gpm	600 gpm
Lubrication	Sealed	Oil	Sealed
Power	Elect 60 hp	Elect 60 hp	Elect 60 hp
Auxiliary power	None	Auto gasol. engine	Elect 60 hp
Control	Auto pressure cont	Auto press. cont.	Pressure
Discharge location			Above ground
Discharge to	System via sand trap.	System	System
(11) Frequency of Use	Continuous	Continuous	Continuous
(12) Flood Hazard	Nil	Nil	Nil
(13) Remarks and Defects (Use other side if necessary)	Culver Ave Laurel Street	Shasta St. & Green St.	North end of Pacific Av

(14) Show well log on other side.

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STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

WELL DATA (1) Place and Owner: Willows - Calif. Water Service Company

(2) Source of Information: J.R. Rossun and C.M. Staley

Collected by L.R. Heinzel Date Oct. 1, 1965

(3) Number or Name	S.P. Well
Date drilled	Leased from S.P.R.R. Co.
(4) Location: Neighborhood	Commercial
Size of lot	13' x 15' - leased area
Distance to: Sewer	100'
Sewage disposal	Sewered area
Abandoned well	None nearby
Nearest property line	5' to fence
(5) Housing: Type	Metal bldg.
Condition	Good
Pit depth (if any)	None
Floor (material)	Concrete
Drainage	Good
(6) Well Depth	327'
(7) Casing: Depth	327'
Diameter	10-inch
Kind	Steel
Height above floor	12" above ground
Distance to highest perforations	No data
Surface sealed (yes or no)	Yes
Gravel pack (yes or no)	No
Second casing depth	None
Second casing diameter	None
Annular seal (depth)	None
(8) Impervious Strata: { Thickness	No data
Penetrated { Depth to	
(9) Water Levels: { Surface	--
Depth to { Static	
{ When Pumping	
(10) Pump: Make	Hyton Jackson
Type	DWT
Capacity, g.p.m.	700*
Lubrication	Oil
Power	30 hp elect.
Auxiliary power	None
Control	Pressure & timer
Discharge location	Above ground
Discharge to	System
(11) Frequency of Use	7 to 8 months/year
(12) Flood Hazard	Nil
(13) Remarks and Defects (Use other side if necessary)	*Throttled to 275 gpm to prevent sanding. Tehama St. and Willow Street.
(14) Show well log on other side.	

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STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

CHLORINATION DATA

(1) Place and Owner: Willows - California Water Service Company

(2) Source of Information: J.R. Rossam and C.M. Staley
 Collected by: L.R. Hainzel Date: October 4, 1965

(3) Application: Sta. 2-01 S.P. Well
 Water treated (raw, filtered, etc.): Well water Well water
 Chlorine demand character: Low Low
 Point of application: Pump discharge Pump bowls
 Mixing: Main and/or elevated tank Main and pump column
 Contact time before use: Several minutes Several minutes
 Contact time before residual test: About 1-minute Less than 1-minute
 Water flow variation: Constant - 350 gpm Constant - 275 gpm
 How measured: Sparling meter Sparling meter

(4) Machine:
 Make: Proportioneer Wallace & Tiernan
 Type: Hypochlorinator Hypochlorinator A-417
 Capacity: Good Good
 Condition: Yes Yes
 Holds setting well? Yes Yes

(5) Housing: Well house Cabinet
 Insulation: None None
 Heating: None None

(6) Chemical Added (% available chlorine, form): NaO Cl soln - 20% NaOCl Soln - 20%
 Cylinder or crock capacity: 20 gal 20 gal
 Stock on hand: 4 one gal. + stock in warehouse Four 1-gal + stock in warehouse

(7) Operation and Maintenance:
 Lapse during changes: Nil Nil
 Lapse during repairs: Variable Variable
 Spare parts on hand: Yes Yes
 Ability to make repairs: Yes Yes
 Visits to machine:
 When or how often: Daily Daily
 Distance to travel: _____
 Other duties: Manage system Manage system
 Residual Tests: Yes Yes
 Test Made (O.T., O.T.A., etc.): O.T. O.T.
 Tester Used: C.W.S. comparator C.W.S. comparator
 How often: Once/week Once/week
 Where test made: Fire hydrant near well Tap near pump discharge
 Results (Indicate free or combined): 0.05 ppm free avail Cl₂ 0.05 free avail. Cl₂
 Records: Cl₂ residuals & amount of water treated Cl₂ residuals & amt of water treated.

(8) Condition of Scales (if any): None None

(9) Complaints: None None

(10) Defects and Remarks:

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STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

CHLORINATION DATA

(1) Place and Owner: Milwau, California Water Service Company

(2) Source of Information: J.R. Rossum and C.H. Staley
Collected by: L.R. Heinsel Date: October 1, 1965

(3) Application: Station 5-01
Water treated (raw, filtered, etc.): Well water
Chlorine demand character: Low
Point of application: Pump discharge
Mixing: Sand trap and main
Contact time before use: Several minutes
Contact time before residual test: About three minutes
Water flow variation: Constant - 650 gpm
How measured: Bristol orifice meter

(4) Machine: Wallace & Tiernan
Make: Hypochlorinator A-417
Type: Good
Capacity: Yes
Condition: Yes
Holds setting well? Yes

(5) Housing: Cabinet
Insulation: None
Heating: None

(6) Chemical Added (% available chlorine, form): NaOCl Soln. 20%
Cylinder or crock capacity: 20 gal
Stock on hand: 4 - 1 gal. + stock in warehouse

(7) Operation and Maintenance:
Lapse during changes: Nil
Lapse during repairs: Variable
Spare parts on hand: Yes
Ability to make repairs: Yes
Visits to machine:
When or how often: Daily
Distance to travel: _____
Other duties: Manage system
Residual Tests: Yes
Test Made (O.T., O.T.A., etc.): O.T.
Tester Used: C.W.S. comparator
How often: Once per week
Where test made: Well property tap
Results (Indicate free or combined): 0.05 ppm free avail. Cl₂
Records: Cl₂ residual, amt.

(8) Condition of Scales (if any): None

(9) Complaints: None

(10) Defects and Remarks:

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STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

RESERVOIR (Use for all distribution storage, chlorine contact tanks, sand traps, etc.)

(1) Place and Owner: Willows - California Water Service Company
 (2) Source of Information: J.R. Rossum and C.M. Staley
 Collected by: L.R. Heinzel Date October 1, 1945

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(3) Number or Name _____ Date constructed: _____ Purpose (storage, sand trap, etc.): _____ Capacity: _____	Elevated Tank 1921 Balancing storage tank 100,000 gallon	
(4) Location: (specific) _____ Neighborhood: _____ Size of lot: _____ Fencing: _____	NW corner, Yolo and Willow Streets Industrial & Residential 200' x 200' Yes - 4 1/2-foot cyclone fence	
(5) Construction: Material: _____ Sides: _____ Floor: _____ Cover or roof: _____ Height top of walls above ground: _____ Surface drainage to reservoir possible? _____ Ventilation: _____ Screening: _____	Steel Steel Steel 101-ft. No Yes All openings screened	
(6) Inlet and Outlet Arrangement: Inlet: Location: _____ Distance above bottom: _____ Outlet: Distance from inlet: _____ Distance above bottom: _____ Drain to where: _____ Overflow to where: _____ Sewer or other hazardous connection (if so, make sketch on back) _____	Bottom of tank About 2 1/2-feet Common inlet-outlet Common inlet-outlet Street Ground None	
(7) Relation to System: Receives from: _____ Delivers to: _____	Well No. 2 and system System	
(8) Defects and Remarks: (Include statements on cleaning practices, condition of structure—particularly of roof, dimensions and shape of reservoir, leakage, kind and location of access openings, protection against insects, birds and rodents.)	Clean and inspect 3-year intervals.	

STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH

DISTRIBUTION DATA

(1) Place and Owner: Willows, California Water Service Company

(2) Source of Information: J.R. Rossum and C.M. Staley

Collected by: L.R. Heinzl Date: October 1, 1965

(3) Materials:

Mains: Asbestos-cement pipe (new installations), cast iron and steel pipe

Condition: Good

Lead, copper, brass (extent): Some copper service connections

Joints: Rubber gasket, mechanical, cement and lead

(4) Distance of Mains from Sewers: Sewers in center of streets and water mains on edge
(Past practice, future policy) of street. Water mains laid above sewers at intersections.

(5) Disinfection (method):

New Mains: California Water Service Company method

After Repairs: California Water Service Company method

(6) Infiltration Hazard: Nil

(Relationship to ground water table, underwater lines, etc.)

(7) Pressure Range: 30 to 45 p.s.i.

(8) Cross-Connection and Backflow Prevention:

Private supplies (kind and extent): Dozen private wells - service eliminated or double check valve installed.

Cross-Connections:

With Other Potable and Supervision: Glenn Co. Hospital well - double check valve

With Non-Potable, if so, What Protection: City swimming pool - double check valve

Plumbing Code or Regulations: Uniform Plumbing Code and Company regulations

(9) Dead Ends (extent): Several dead ends at perimeter of system

Growths and Sludge in Mains: Nil since chlorination was initiated

Flushing: Routine flushing program -- primarily for sand removal

(10) Defects and Remarks:

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SUMMARY OF BACTERIOLOGICAL ANALYSES OF WATER SAMPLES

Name of system Willows

Analysis performed by California Water Service Company

MONTH and YEAR	Number of samples tested	Number of portions confirmed	Percent portions confirmed	Number of samples with three or more portions confirmed	Percent of samples with three or more portions confirmed
1965					
January	8	0	0	0	0
February	8	1	2.5	0	0
March	9	4	11.1	1	11.1
April	8	0	0	0	0
May	7	0	0	0	0
June	10	0	0	0	0
July	7	0	0	0	0
August	9	0	0	0	0
September					
October					
November					
December					
TOTAL					

Comments: . . .

SUMMARY OF BACTERIOLOGICAL ANALYSES OF WATER SAMPLES

Name of system Willows

Analysis performed by California Water Service Company

MONTH and YEAR 1964	Number of samples tested	Number of portions confirmed	Percent portions confirmed	Number of samples with three or more portions confirmed	Percent of samples with three or more portions confirmed
January	8	0	0	0	0
February	8	0	0	0	0
March	10	0	0	0	0
April	6	0	0	0	0
May	8	0	0	0	0
June	8	2	5	0	0
July	10	0	0	0	0
August	10	0	0	0	0
September	10	0	0	0	0
October	8	0	0	0	0
November	8	0	0	0	0
December	10	0	0	0	0
TOTAL					

Comments: .

STATE DEPARTMENT OF PUBLIC HEALTH
BUREAU OF SANITARY ENGINEERING

REPORT OF CHEMICAL ANALYSIS

Analysis of: Willows (Analysis by Calif. Water Service Co.) Date

Description	Sta. 2-01	Sta. 4-01	Sta. 5-01
Collected by	C.W.S. Co.	C.W.S. Co.	C.W. S. Co.
Date sampled	1-28-64	1-28-64	5-20-64
Constituents	RESULTS—Expressed as milligrams per liter (or gram)		
Total solids	340	303	294
Hardness	162	162	183
Bicarbonate	237	213	231
Carbonate	3	5	3
Hydroxide	0	0	0
Alkalinity	240	218	234
Calcium	29	28	32
Magnesium	22	23	25
Iron (total)	0.01	0.01	0.06
Manganese	0.00	0.00	0.00
Sodium	84	50	52
Potassium	2.0	1.3	0.9
Chlorides	14	10	10
Sulfates	36	31	4.2
Fluorides	0.35	0.32	0.3
Nitrates as Nitrogen	9.6	8.0	7.5
Biochemical Oxygen demand (BOD)			
Acidity (pH)	8.3	8.25	7.95
Radioactivity (μc)			
Other specific analyses			

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**STATE DEPARTMENT OF PUBLIC HEALTH
BUREAU OF SANITARY ENGINEERING**

REPORT OF CHEMICAL ANALYSIS

Analyses by California Water Service Company, San Jose

Analysis of: Willows		Date		
Description	Sta. 6-01	Sta. 7-01	S.P. Well	
Collected by	C.W.S. Co.	C.W.S. Co.	C.W.S. Co.	
Date sampled	5-10-64	5-10-64	3-23-59	
Constituents	RESULTS—Expressed as milligrams per liter (or gram)			
Total solids	346	224	225	
Hardness	162	128	129	
G C O P Y Bicarbonate Carbonate Hydroxide	as CaCO ₃	239	179	185
		5	5	3
		0	0	0
Alkalinity	244	184	188	
Calcium	32	20	19	
Magnesium	20	19	20	
Iron (total)	0.04	0.01	0.25*	
Manganese	0.00	0.00	0.03	
Sodium	66	35	35	
Potassium	2.0	0.07	0.9	
Chlorides	13	7.0	6	
Sulfates	36	5.3	2.9	
Fluorides	0.37	0.25	0.22	
Nitrates as Nitrogen	10	7.8	6.6	
Biochemical Oxygen demand (BOD)				
Acidity (pH)	8.75	8.3	8.10	
Radioactivity ($\mu\mu\text{c}$)				
Other specific analyses			*May be due to sand in well	

AGENDA ITEM

July 22, 2014

TO: Honorable Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Approve an Extension of the Professional Service Agreement with Wildan Planning and Environmental Services Division.

RECOMMENDATION

Staff recommends that the City Council approve by resolution an extension of the Professional Services Agreement with Wildan Engineering to provide General Planning & Environmental Services to the City of Willows throughout Fiscal Year 2014/2015

SUMMARY

Throughout the past couple fiscal years, several options for providing Planning & Environmental Services have been explored by city staff. A Contract for Planning Services was awarded to Wildan Engineering Consultants for the fiscal 09/10 period; ending June 30, 2010. That Contract has since been extended through during each subsequent fiscal year, at the same terms & conditions.

The proposal is to provide Planning Services under the same hourly billing rate as in prior years. Wildan Engineering Consultants currently serve Glenn County with Engineering Services. Contract extension will allow the City of Willows to be able to maintain a consistent one-day-per-week planner at city hall. Staff recommends approval of the Wildan proposal.

FINANCIAL CONSIDERATIONS -

Total expense is not anticipated to exceed allocated funding within the 2014/2015 fiscal work plan.

NOTIFICATION

Dean Sherer, Wildan Planning Services Group

RECOMMENDATION

Staff recommends that the City Council approve by resolution an extension of the Professional Services Agreement with Wildan Engineering to provide General Planning & Environmental Services to the City of Willows throughout Fiscal Year 2014/2015

Steve Holsinger



Attachments: Resolution authorizing extension of agreement
Exhibit "A" - Wildan Proposal Letter – dated June 16, 2014

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS
AND AUTHORIZING AN EXTENSION OF THE PUBLIC AGENCY AGREEMENT
WITH WILDAN ENGINEERING CONSULTANTS FOR GENERAL PLANNING
AND ENVIRONMENTAL SERVICES DURING FISCAL 2014/2015**

WHEREAS, the City recognizes the importance of providing regular and professional comprehensive Planning & Environmental Services; and

WHEREAS, the CITY wishes to contract for such services with a private consultant; and

WHEREAS, Wildan Consulting is experienced in providing such services for municipal corporations and is able to provide personnel with the proper experience and background to carry out the duties involved; and

WHEREAS, the City of Willows wishes to retain Wildan Consultants, for the performance of said services; and

WHEREAS, Wildan Consulting is an independent contractor and not an employee of the City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows does hereby approve the Professional Services Agreement between the City of Willows and Wildan Consultants be extended throughout Fiscal Year 2014/2015.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 22nd day of July, 2014, by the following vote:

AYES in favor of:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Mayor Jeffrey T. Cobb

Natalie Butler, City Clerk

June 16, 2014

Mr. Steve Holsinger
City Manager
City of Willows
201 North Lassen
Willows, CA 95988

Subject: Continued Contract Planning Services

Dear Mr. Holsinger:

It has been our privilege to serve as the City of Willows' contract planning staff for the last fiscal year. It will be our pleasure to continue to serve the City of Willows (City) in the same capacity in the coming fiscal year (2014-15). Ms. Karen Mantele would continue to serve as the City's contract Planning Director, with additional technical support staff from Willdan available for her to call upon on an as-needed basis.

Ms. Mantele's services will be billed on an hourly basis at her current rate of \$85.00. This rate is fully burdened and includes overhead and other incidental costs. We understand that the City of Willows (City) has budgeted \$30,000 from its General Fund for planning administration services for the 2014-15 fiscal year, which would allow Ms. Mantele work at City Hall for approximately six (6) hours per week. These hours would be devoted to providing public counter coverage, preparing City initiated ordinances/studies and performing general office administration, but exclude any time expended on discretionary case processing.

All work associated with the processing of development applications would continue to be tracked separately and the City would be fully reimbursed for these costs from developer deposits. In this manner, the City will continue to realize full cost recovery for these planning services. Moreover, when combined with the 6 hours of planning administration time per week, Ms. Mantele would be devoting a total of 10 to 16 hours of effort per week to the City, depending upon the level of development activity that occurs. This, in fact, has been our experience during this past year.

We sincerely appreciate the opportunity to once again offer our professionally planning services to the City and look forward to the continuation of assisting the City on planning services. If you have any questions, please contact me at (562) 908-6259 or e-mail dsherer@willdan.com or Ms. Mantele.

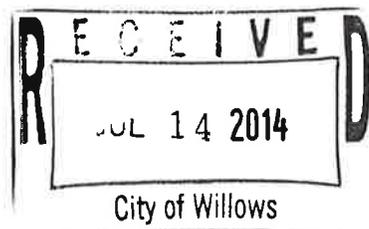
Respectfully submitted,

WILLDAN ENGINEERING



cc: Ms. Mantele, Willdan

91005/06-190/P14-118_9787



AGENDA ITEM

July 22, 2014

TO: Honorable Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Approve a side-letter Addendum to the Professional Service Agreement with Wildan Planning Services for specialized HOME program Admin services.

RECOMMENDATION

Staff recommends that the City Council approve by resolution a side-letter addendum to the Professional Services Agreement with Wildan Engineering to provide Specialized Planning & Environmental Services to the City of Willows in accordance with the HOME Loan Program & HCD guidelines.

SUMMARY

Throughout the past couple fiscal years, Planning & Environmental Services have been provided to the city by Wildan Engineering Consultants. IT is anticipated the Council will approve once again an extension of these services throughout the 2014/15 FY.

In addition to these general services, this past year the City of Willows was successful in securing a \$4.5MM Housing Loan through the Federal HOME Loan program. This program obligated the city to administer the funding for this loan project under some very specific mandates and guidelines. Therefore, it is necessary to have specialized tracking & auditing mechanisms developed for future review under program guidelines. The funding for this project included \$100,000 in funding for the City of Willows to comply with the Administrative portion of the loan program. Staff is recommending that the city enter an agreement with Wildan Engineering Consultants to provide the majority of these specialized Administrative functions.

FINANCIAL CONSIDERATIONS -

None – funding is provided through the HOME Loan project funding for these services.

NOTIFICATION

Dean Sherer, Wildan Planning Services Group

RECOMMENDATION

Staff recommends that the City Council approve by resolution a side-letter addendum to the Professional Services Agreement with Wildan Engineering to provide Specialized Planning & Environmental Services to the City of Willows in accordance with the HOME Loan Program & HCD guidelines.

Steve Holsinger



Attachments: Resolution authorizing extension of agreement
Exhibit "A" - Wildan Proposal Letter – dated June 16, 2014

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS
AND AUTHORIZING A SIDE-LETTER ADDENDUM TO THE PUBLIC AGENCY
AGREEMENT WITH WILDAN ENGINEERING CONSULTANTS FOR SPECIALIZED
ADMINISTRATIVE PLANNING AND ENVIRONMENTAL SERVICES IN
CONJUNCTION WITH THE HOME LOAN PROGRAM ASSOCIATED WITH
WILLOWS SENIOR APARTMENT PROJECT**

WHEREAS, the City recognizes the importance of providing regular and professional comprehensive Planning & Environmental Services; and

WHEREAS, the CITY wishes to contract for such services with a private consultant; and

WHEREAS, Wildan Consulting is experienced in providing such services for municipal corporations and is able to provide personnel with the proper experience and background to carry out the duties involved; and

WHEREAS, the City of Willows wishes to retain Wildan Consultants, for the performance of said services; and

WHEREAS, Wildan Consulting is an independent contractor and not an employee of the City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows does hereby approve a side-letter addendum to the Professional Services Agreement between the City of Willows and Wildan Consultants throughout Fiscal Year 2014/2015.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 22nd day of July, 2014, by the following vote:

AYES in favor of:

NOES:

ABSENT:

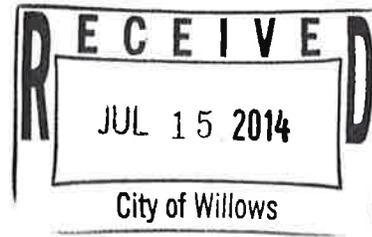
ABSTAIN:

APPROVED:

ATTESTED:

Mayor Jeffrey T. Cobb

Natalie Butler, City Clerk



June 16, 2014

Mr. Steve Holsinger
City Manager
City of Willows
201 North Lassen
Willows, CA 95988

Subject: HOME Program Administration Services

Dear Mr. Holsinger:

It has been our privilege to serve as the City of Willows' contract planning staff for the past several years. It will be our pleasure to also provide HOME program administration services to the City. Ms. Karen Mantele would take the lead in providing these administration services in addition to serving as the City's contract Planning Director. In addition to Karen, we are proposing that Mr. Steve Fawcett serve as her assistant, on an as-need basis, in implementing the City's HOME program. A copy of Mr. Fawcett's resume is attached to this letter.

Ms. Mantele's services for the HOME program administration duties will be billed on an hourly basis at her current rate of \$85.00. This is the same rate we are billing for her services as the City's contract Planning Director. Mr. Fawcett's assistance in administering the program (if needed) will also be billed on an hourly basis at a rate of \$85.00. These rates are fully burdened and includes overhead and other incidental costs. We understand that the City of Willows (City) has budgeted \$100,000 for the administrative component of the program, however, actual administrative costs have yet to be determined and may vary over time. We anticipate that the administration of this program will occur within the existing time allotted to Ms. Mantele. We are, however, amenable to any increase in hours the City may require for the administration of the program, including the involvement of Mr. Fawcett. Details regarding the number of hours needed to fully administer the program can be mutually agreed upon between the City and Willdan.

Work associated with the administration of the HOME program would generally consist of: providing technical assistance for the administration and implementation of the City's HOME funded program including determining project eligibility and monitoring of the progress to assure compliance with all federal, state, and local requirements; prepare necessary NEPA Environmental Review forms and documents for HOME projects; coordinate with appropriate City staff in the identification, management, and completion of all HOME funded projects, including preparation of construction bid packages, requests for proposals, monitoring reports, public notices, etc.; preparing reports, as required by HUD including, but not limited to, Quarterly Cash Transaction Reports, Semi-Annual Labor Standards Compliance Reports, Contract/Subcontract Activity Reports, etc.; coordinate with HUD field office staff and City representatives on various HOME program-related issues; and attend all required meetings and conduct all public outreach and participation as necessary for the HOME Program.

We sincerely appreciate the opportunity to expand our services to the City by offering our community development services in addition to planning services to the City. If you have any questions, please contact me at (562) 908-6259 or e-mail dsherer@willdan.com or Ms. Mantele.

Respectfully submitted,

WILLDAN ENGINEERING

A handwritten signature in blue ink, appearing to read "Dean Sherer".

cc: Ms. Mantele, Willdan

