

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD

July 22, 2014

1. Mayor Cobb called the meeting to order at 7:03 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Cobb led the Pledge of Allegiance.
3. **ROLL CALL:**
Present: Domenighini, Taylor-Vodden, Mello, Hansen & Mayor Cobb.
Absent: None.
4. **Agenda Review:** It was **moved** by Council Member Hansen and **seconded** by Council Member Domenighini to accept the July 22, 2014 agenda as presented. The motion unanimously passed.
5. **Presentations & Proclamations:** None
6. **Public Comment/Written Communications:** None
7. **Consent Agenda:**

Council Member Taylor-Vodden requested to remove item 7(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".

It was then **moved** by Council Member Domenighini and **seconded** by Council Member Hansen to approve the Consent Agenda Items 7(a) & 7(c). The motion unanimously passed and the following items were approved/adopted:

- a) Approval of General, Payroll and Direct Deposit Check Registers (27551-27654; Z05350-Z05430; 33200-33259).
- c) Approval of allocating the surplus property sales revenue; in accordance with each respective department's equipment sacrifices during the public auction process.

The consensus of the Council was to table item 7(b) to the next City Council Meeting.

8. **Public Hearings:**
 - a) Grantee Performance Report – Housing Rehabilitation Revolving Loan Account- - Public Hearing for Submission as required under CDBG Guidelines:

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 required in order 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 and 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 was completed in 2013-2014 and is reported on this grantee performance report.

Mayor Cobb opened up the Public Hearing at 7:09 p.m. Doug Ross spoke during the Public Hearing and Mayor Cobb closed the Public Hearing at 7:16 p.m. It was **moved** by Council Member Hansen and **seconded** by Council Member Taylor-Vodden to authorize submission of the Grantee Performance Report – Housing Rehabilitation Revolving Loan Account – to the California Department of Housing and Community Development. The motion unanimously passed.

- b) Conduct a Public Hearing and consider adoption of a Resolution confirming the costs of abatement services and declaring them a Special Assessment:

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 costs 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 to protest and to order abatement was held on May 27, 2014. Mayor Cobb opened the Public Hearing at 7: 16 p.m. John Joseph, owner of a rental property located at 140 N. Ventura, spoke during the public hearing to contest his abatement charges. The Council reviewed pictures of the property before and after abatement and it was the consensus of the Council that the charges were justified and will remain. Mayor Cobb closed the Public Hearing at 7:29 p.m.

It was **moved** by Council Member Hansen and **seconded** by Council Member Domenighini to adopt a Resolution confirming the costs of abatement and declaring them a Special Assessment. The motion unanimously passed.

9. **Ordinances:** None

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

- a) City Manager Holsinger gave the Council an update on the O'Reilly Auto parts store on Wood Street. He stated they will be going out to bid for Contractors in August and he anticipates demolition and construction will begin in November.
- b) The City Manager explained that Willows Municipal Code section 2.05.040 (Regular Meeting date, time & place) states that the City Council will hold one meeting a month on the second Tuesday and the meeting shall be held at 7:30 p.m. This has not been past practice of the Council for many years and he suggested that there be an amendment to the Ordinance. He asked that rather than name a specific time and date in the Ordinance,

that the Council allow him to draft a new Ordinance in such a way as to allow meeting dates and times to be established by Council Resolution. This way if subsequent Councils chose to change the dates and times of meetings they will not have to do a whole Ordinance amendment, but rather just adopt a new Resolution. This would be much less time consuming and more cost effective than going through a full Ordinance amendment each time there is a change. The Council directed staff to develop an amended Ordinance to allow for the time and date of the meetings to be established by Resolution and to introduce the Ordinance amendment to the Council at a future meeting.

The City Manager also requested that the Council give their input and feedback on Municipal Code section 10.50.121 (Parking for consecutive period exceeding 120 hours – Prohibited). There was recently a concern raised that this may be too prohibitive. However, in his discussion with Police Chief Dahl, Chief Dahl pointed out that the State Motor Vehicle Code only allows 72 hours, so in the City's jurisdiction our Ordinance allows 2/3 longer a period of time to park on a City Street. He is unaware of any problems that the City has had as a result of this Municipal Code section, at least not in the eight years since he has been the City Manager. However, if it is the pleasure of the Council to extend the parking limits beyond 120 hours, that is something that is possible but he would like to hear the thoughts of the entire Council on whether they want to amend this particular section of the Municipal Code.

Council discussion ensued and it was ultimately the majority consensus of the Council to leave the code as written and not to make any amendments to it at this time, as they believe 5 days is adequate time to park on a City Street. Council Member Domenighini disagreed and thought the Ordinance was too restrictive, especially if a person went on vacation or was hospitalized for more than 5 days and they could potentially come home to find that their vehicle had been towed. It was brought up by City Staff that in cases such as these, a call to the Police Department to make them aware of the circumstances would be helpful so the vehicle wouldn't be towed. No action was taken and no direction was given to Staff to amend the Ordinance.

11. New Business:

- a) Consider adoption of a 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:

As a result of recent legislative actions set forth in California Code of Regulations, Title, 22, which became effective July 1, 2014, new standards regarding Chromium six must be implemented. California Water Service Company is currently exhausting every effort to seek funding to mitigate the impacts to the residents/customers within the City of Willows Municipal Water system. The financial assistance program from the California State

Water Resources Control Board for funding under the cleanup and abatement account interim emergency drinking water 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. If the Council authorizes City Staff to submit this application, the City will enter into a MOU with Cal Water to see that staff costs to submit the grant application will be offset. Staff is recommending City Council approval to submit the Grant Application.

Lengthy Council and Staff discussion ensued. Tara Henry of California Water Service’s San Jose office was present at the meeting and answered questions of the Council and also of the three members of the audience that spoke during the discussion: Rick Reynolds, Alan Schauer and Walter Michael.

Upon concluding discussions it was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Domenighini to adopt a Resolution 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 document necessary to participate in the state water resources financial assistance program. The motion unanimously passed.

- b) Consider adopting a Resolution extending Contract Planning Services Agreement with Wildan Engineering for fiscal year 2014/2015:

Thought the past few 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 year 2009/10 period and ending June 30, 2010. That contract has since been extended through 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 on-site planner at City Hall. Staff is recommending approval of the Wildan proposal.

Brief discussion ensued and it was **moved** by Council Member Mello and **seconded** by Council Member Hansen to adopt a Resolution authorizing the extension of the public agency agreement with Wildan Engineering Consultants for General Planning and Environmental services during fiscal year 2014-2015. The motion unanimously passed.

- c) Consider adoption of a Resolution authorizing a side-letter addendum agreement to expand Wildan Engineering’s Professional Services Agreement (re: above agenda item) to include HOME Program Administration Services, as requested under the HOME Program Guidelines:

This is a follow-up item to the previous item to extend contract services with Wildan Engineering Consultants. Now that Council has agreed to extend the contract for another fiscal year, in addition to the general services offered by the terms of the contract, this past year the City was successful in securing a \$4.5MM Housing loan the 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 to comply with the Administrative portion of the loan program. Staff recommends that the City enter into a side-agreement with Wildan Engineering Consultants to provide the majority of these specialized Administrative functions.

Brief discussion ensued and it was **moved** by Council Member Domenighini and **seconded** by Council Member Taylor-Vodden to adopt a Resolution 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 the Willows Senior Apartment Project. The motion unanimously passed.

12. Council Member Reports:

Council Member Hansen:

- Was not able to attend the last Transit & Transportation Meeting. He also announced that it is really good to see a lot of new buildings and business activity happening throughout the City and that things in Willows appear to be looking up as far as growth.

Vice-Mayor Taylor-Vodden:

- Reported that she recently attended the “Expect Success” summer program at Glenn County Office of Education.

13. Executive Session: None

14. Adjournment: Mayor Cobb adjourned the meeting at 8:26 p.m.

Dated: July 22, 2014

NATALIE BUTLER

City Clerk

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