

CITY COUNCIL

Jeffrey T. Cobb, Mayor
Terry Taylor-Vodden, Vice Mayor
Larry Domenighini, Council Member
Lawrence Mello, Council Member
William "Bill" Spears, 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 23, 2013

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 23, 2013, Agenda.
5. Presentations & Proclamations: None
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 approval of the Minutes of the Willows City Council Regular Meeting held June 11, 2013.
 - c) Consider approval of the Minutes of the Regular City Council Meeting held June 25, 2013.
8. Public Hearings:
(*Persons wishing to speak on a Public Hearing item 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.
 - b) Conduct a Public Hearing and, by motion, consider adoption of a Resolution confirming costs of abatement and declaring them a special assessment.
9. Ordinances: None

10. Items introduced by City Council or Administrative Staff for discussion purposes only:
11. New Business:
 - a) Consider adoption of a Resolution approving a Legal Services Agreement for “Special Counsel” to represent the City of Willows during potential Health & Safety Receivership Litigation in conjunction with specific blighted & sub-standard residential properties within the City.
12. Council Member Reports:
13. Executive Session: Pursuant to California Government Code Sections 54950 et seq., the City Council will hold a Closed Session. More specific information regarding this closed session is indicated below:
Pursuant to Government Code Section 54954.3 the public will have an opportunity to directly address the legislative body on the below items prior to the Council convening into Closed Session. Public Comments are generally restricted to three minutes.
 - a) CONFERENCE WITH LABOR NEGOTIATOR(S) Pursuant to Section 54957.6
Agency Negotiators: City Manager Steve Holsinger
Finance Director Tim Sailsbery
Employee Organization(s): Unrepresented Employees (i.e., all City Employees not represented by the WEA, WPSA, or any other collective bargaining Unit).
14. Report-Out from Executive Session:
15. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before July 19, 2013.

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

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD

June 11, 2013

1. Mayor Cobb called the meeting to order at 7:01 p.m.
2. **PLEDGE OF ALLEGIANCE:** 4-H Member Trinity Cobb led the Pledge of Allegiance.
3. **ROLL CALL:**

<u>Present:</u>	Domenighini, Taylor-Vodden, Spears & Mayor Cobb
<u>Absent:</u>	Mello
4. **Agenda Review:** Council Member Spears requested that item 11 (b) be continued to the next meeting until all members of the Council are present to participate in the discussion. Mayor Cobb stated that he disagreed and that the item would remain on tonight's agenda. It was **moved** by Council Member Domenighini and **seconded** by Council Member Taylor-Vodden to accept the June 11, 2013 as presented. The motion passed 3/1, with Council Member Spears voting Nay.
5. **Presentations & Proclamations:** None
6. **Public Comment/Written Communications:**

William Sites of Boy Scout Troop 57 extended an invitation to attend a Flag Day Ceremony on June 14 held by VFW Post 1770 and the Glenn County Veterans. The Flag Ceremony will take place on the steps of the Veterans' Memorial Hall from 9:00 a.m. to noon. The Scouts and the Vets will be retiring tattered American Flags that were turned in at Memorial Hall. He stated that the public is welcome to come and participate in this Ceremony.

Pastor John Ratliff from the First Southern Baptist Church shared what is currently happening with the Willows Food Bank. First Southern Baptist Church and Glenn Communities Working Together have been cooperatively operating the food bank beginning in February of this year. In the past five months, the food bank has assisted more than 1100 people with food needs, with more than 30,000 meals. Those who have been assisted are people who are living generally in the South County in the Willows area. The food bank has been blessed with volunteers who have given their time to keep the food bank in operation. There are no paid personnel, and all who volunteer give of their time generously. The food bank receives no government funding other than space and operational support from the Glenn County Human Resource Agency who pays for the utilities at the food bank site. Much of the donated food comes via the "Feed America" program which allows the food bank to offer some food support to nearly a dozen other groups and organizations serving hungry people throughout Glenn County. Cash and food donations are the life blood of the food bank, and they absolutely could not do what they do without the support of the community at large. All cash donations go towards the purchase of shelf-stable foods given by the food bank and all donations of canned and shelf-stable foods are given out directly from the food bank. The First Southern Baptist Church and Glenn Communities Working Together wish to share their gratitude to the community who support the

work of the food bank through the giving of their time, talent and treasure. He stated he was here this evening to share with the City Council that the work of the food bank continues. The food bank is open for operation at the Glenn County HRA at 420 East Laurel Street every Tuesday and Thursday from 1:00 p.m. to 4:00 p.m.

7. Consent Agenda:

It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Spears to approve the Consent Agenda as presented. The motion unanimously passed and the following items were approved/adopted:

- a) Approval of General, Payroll and Direct Deposit Check Registers (26031-26124; 32562-32592; Z043023-Z04333).
- b) Approval of the Minutes of the Willows City Council & Planning Commission Special Joint Meeting and Regular City Council Meeting held April 9, 2013.
- c) Approval of the Minutes of the Regular City Council Meeting held April 23, 2013.
- d) Approval of the Minutes of the Special City Council Budget Meeting held April 29, 2013.
- e) Approval of the Minutes of the Regular City Council Meeting held May 14, 2013.
- f) Approve extension of the Contract Planning Agreement with Wildan Engineering for Fiscal Year 2013-2014.
- g) Adoption of a Resolution of support for the KVB, Inc. waste recycling project in Glenn County.

8. Public Hearings:

- a) Fiscal Year 2013/2014 Budget Adoption Public Hearing:

The City Manager presented this item to the Council, stating that it is a privilege to have the opportunity to present to the Council for adoption the first balanced budget that the City has had in well over a decade. Although the budget, as Staff explained at the April 29 Special Budget Meeting, does show an initial deficit, it is important to note that Finance Director Tim Sailsbery is conservative in his nature with projections on revenues. He believes that is a good thing and he and Mr. Sailsbery have a great relationship, but if Mr. Sailsbery even understated revenues by just one-half of one percent, the City would still have a balanced budget. It's certainly easier to control expenses than to control revenues, but he believes the revenues will materialize that have been forecast in the budget and he thinks the City will control the expenses. He also believes that the City will end the current 2012/2013 Fiscal Year budget on June 30 with a balanced budget and the City will be in the positive and returning General Fund Dollars to the coffers in the City. It was the unanimous consensus of the Council at the April 29 Special Budget Meeting for Staff to return the budget that was presented at that time back to tonight's meeting to conduct a Public Hearing and for final adoption of the Budget by the Council.

Council Member Domenighini stated that he agreed that the Council was satisfied with the Budget as it was presented on April 29, but he reiterated what he stated during that meeting that at some point in the future he would like to see the Council and Staff have a discussion about the sewer costs and long-term plan on sewer maintenance, upkeep, replacement, etc. The City

Manager stated that Public Works Director Skyler Lipski is in the process of putting together a presentation for the Council that he will be presenting to the Council in August.

Mayor Cobb opened the Public Hearing at 7:13 p.m. and hearing no comments from the public, he subsequently closed the Hearing at 7:13 p.m. It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Domenighini to adopt a Resolution of the City Council of the City of Willows adopting the 2013/2014 Annual Budget and designating Sewer Enterprise Fund Debt Reserve. The motion unanimously passed.

- b) Landscaping & Lighting District Public Hearing to confirm assessment amounts and authorize the levy and collection of assessments for Fiscal Year 2013/2014:

Prior to this item being heard, the City Manager recused himself and exited the Council Chambers due to the fact that he is a property owner in the Lighting & Landscaping District.

City Engineer John Wanger presented this item stating that tonight is the third and final step in the annual proceedings for the City of Willows Lighting and Landscaping Assessment District. The Engineer's report that was presented to the Council tonight is the same Engineer's report that was before the Council at the May 14 meeting. This particular Lighting and Landscaping Assessment District has two zones – Zone A being Birch Street Village and Zone B being Wal-Mart. He gave a quick summary of the Engineer's Report and stated that the annual assessments that are proposed for Zone A are to remain the same as they were last year at \$210.32 per parcel and the annual assessments for Zone B have been reduced from \$4,453.90 to \$4,161.66 per parcel due to reduced assessment engineering costs. The reserve balances are proposed to be slightly above the target at the end of Fiscal Year 2013/2014. The target reserve that the Council set a few years ago was somewhere between 10 to 20 percent and if it is determined that there continues to be an excess above the target amount, then with next year's Engineer's Report there will be use of some of the reserves to offset some of the assessments for next year. The overall revenue collected by the Assessment District is \$11,312.54. One thing for Council to note that he will be recommending is that the City does set limits to the maximum allowable assessment for each of the two zones. He requested that the Mayor conduct tonight's public hearing and if there are any changes that the Council desires to make to the report, Council should direct him to make those changes. If there are no changes, staff is recommending that Council adopt the Resolution that is before them.

Mayor Cobb opened the Public Hearing at 7:17 p.m. and hearing no comments from the public, subsequently closed the Hearing at 7:17 p.m. It was **moved** by Council Member Domenighini and **seconded** by Council Member Spears to adopt a Resolution approving the Annual Engineer's Report, Confirming the Assessment Diagram and the Annual Assessment Amounts and Authorizing the Levy and Collection of Assessments for Fiscal Year 2013-14 for the City of Willows Landscaping and Lighting Assessment District Zone A – Birch Street Village & Zone B – WalMart (Pursuant to the Landscaping and Lighting Act of 1972). The motion unanimously passed.

The City Manager re-entered the Chambers at this time and rejoined the meeting.

- c) Weed Abatement Public Hearing to order those parcels not yet self-abated in the City of Willows to be abated by the City Contractor:

Fire Captain Skip Sykes presented this item to the Council stating that the Council received copies of the final list of approximately 70 parcels that need to be abated by the contractor. He stated that once he reviews the properties on the list one final time, he believes he may be able to cut that number in half before the contractor begins the abatement process. Captain Sykes stated that the contractor would likely begin abatement on Thursday.

Mayor Cobb opened the Public Hearing at 7:21 p.m. and hearing no comments from the public, subsequently closed the Hearing at 7:21 p.m. It was **moved** by Council Member Domenighini and **seconded** by Council Member Taylor-Vodden to declare that the parcels not yet self-abated in the City of Willows to be abated by the City Contractor. The motion unanimously passed.

9. **Ordinances:** None

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

Councilmember Spears voiced his concern and objection to cancelation of Regular Council Meetings due to lack of business or lack of a quorum to conduct business. Discussion ensued with Councilmembers Domenighini, Taylor-Vodden and Mayor Cobb disagreeing. The majority consensus of the council voiced concerns over staff time & expenses, conflict with Holiday periods, conformity with the requirement of the Municipal Code and no sign of overtly-abusive past cancelations. Meetings have occasionally been canceled in the past and will likely be canceled by necessity in the future. No further discussion by the Council.

11. **New Business:**

- a) Appoint a subcommittee comprised of two Council Members to review applications and/or conduct interviews for Library Board Candidates:

The terms of current Library Board Members Dawn George, Lisa Kennedy and Adrienne Haylor are scheduled to expire on June 30, 2013. It has been the City's practice to advertise these positions in order to give citizens an opportunity to participate on the Library Board. Staff has advertised these upcoming vacancies since mid-May and will accept applications through 5:00 p.m. on June 12. Staff is recommending that two members of the Council volunteer to serve on a subcommittee in order to conduct interviews of the applicants during the week of June 17 – June 21 and the subcommittee will make their recommendations of three appointments to the entire Council at the City Council Meeting to be held on June 25, 2013. Council Members Domenighini and Taylor-Vodden both volunteered to serve on the subcommittee.

- b) Hold a discussion, and by motion, direct staff whether to place an item on a future agenda to amend Section 2.05.090 of the Willows Municipal Code (Agenda – Preparation – Posting and delivering agenda) pursuant to a request and proposal by Council Member Spears:

Council Member Spears stated that recently there has been bantering back and forth about what or how people get items placed on the agenda and how the agenda is prepared and organized. The City asked for an opinion from an Attorney and the Attorney addressed many parts of the issue, but he believes the Attorney fell short in one of the areas as far as how the people can get an item placed on the agenda if they feel there is something important to be put on there. Taking the context of what has been discussed since his being seated on the Council, and what he has been told back and forth about how to get something onto the agenda, he thought in order to remove the question altogether, that the Council should just clarify the process and codify it into the Municipal Code giving the different ways to get items placed. He has been told several times that the public can contact a Council Member and then a Council Member can carry the item forth to the City Manager and the City Manager could propose getting it placed on the agenda. He feels it might be better for the public just to go directly to the Council Members, since the public elects the Council, and the Council Member could sponsor the item and carry it forward, or a Council Member could see a community circumstance that they felt was of an importance that they could also propose the item to be placed on the agenda. The City Manager and the department heads under him could also provide items to be placed on the agenda as is done currently. He also believes the City Attorney should be able to place items on the agenda if it is something of a pressing legal matter. Once all of the agenda items are presented to the City Manager, the City Manager, in consultation with the Mayor, could see that those items are organized into an actual agenda. Council Member Spears took all of the things that he has been told about agenda placement and preparation and he put it into a format where it is clear to everybody and then there is no longer a question about how this can be done. What is before the Council tonight is whether to place a potential Municipal Code Amendment on a future agenda so it can be formally discussed by the Council as to either adopt, modify or deny the amendment. He asked that Council keep an open mind when looking at a possible code amendment so that they can bring a resolve and basically put this item to rest once and for all.

Council Member Domenighini stated that what he had in mind was having policies and procedures as guidelines rather than an amendment to the Municipal Code. He believes the language that Council Member Spears has on his proposed code amendment would be better in a policy and procedures type of manual. He stated that a lot of what Council Member Spears put in his memo in the agenda comes back to the City Council Members individually and collectively.

Council Member Taylor-Vodden concurred and stated that she didn't believe that this is a proper presentation. She stated that Council Member Spears has a lot of zeal for his job as a member of the Council and she appreciates that, but she thinks that zeal may be leading him in a wrong direction into taking over, versus helping, the staff. She doesn't think that people have any problems getting items on the agenda and she has never experienced it, so the idea that somehow there is a veto power that is being exercised, she just doesn't see it. She believes that the process we have now is an open process and most of the items that people would have questions about, she believes, could be adequately addressed to staff prior to coming forward. She stated that she would not be in favor of adopting Council Member Spears' proposed amendment or to have this item place on a future agenda for any further discussion.

Mayor Cobb stated that the topic of agenda preparation and procedures had been reviewed and amended a few years ago by a prior City Council. He has tried to personally explain to Council

Member Spears and to members in the audience at prior Council Meetings how to place items on the agenda. It is not a difficult procedure and he would be happy to explain the procedure again, however he doesn't believe it needs to be said. The Council received an opinion from one Attorney who determined that the procedures that are currently in place are just fine and that there is nothing illegal or wrong about it, and he stated that Council Member Spears didn't like that opinion. The City then sent it off to another Attorney for review and that Attorney said the exact same thing - that the Council can continue following the procedures that are currently in place because there are no statutory regulations on how to have items placed on an agenda. Mayor Cobb believes this is just an attempt to fix something that isn't broken. He believes this issue is a waste of the Council's time, efforts, resources and money. He stated that what Council Member Spears is proposing that the Council amend is not really much different than what is already currently being done so he wonders why the Council should change it and why they should be spending money on Attorneys who have both said that what the City is currently doing is just fine.

Council Member Spears stated that the merits of whether or not to adopt a Resolution is not the topic that is before the Council right now, but it is whether or not the Council wishes to discuss this item formally and look at a possible amendment at a future meeting. Mayor Cobb agreed stating he understands and that is exactly the reason that he wanted this item to stay on the agenda tonight because he does not want to keep going over this issue time and time again. Mayor Cobb stated that he wants this issue resolved tonight. Mayor Cobb then asked if there was a motion to pursue this item as a topic on a future agenda.

Council Member Spears **moved** that the amendment that is proposed move forward and be placed on a future agenda to be formally discussed by the City Council as to the merits, or not, of the issue, and that under the Council being able to take a formal action, they could then direct a disposition of the issue, whether it be either by amendment of the Municipal Code or by direction to staff to develop policy and procedures. Council Member Domenighini **seconded** the motion. Mayor Cobb asked for a roll call vote with Council Members Spears & Domenighini voting Aye and Council Member Taylor-Vodden and Mayor Cobb voting Nay. Motion failed.

12. Council Member Reports:

Council Member Domenighini thanked City Staff for being available while he recently gave the third grade class of the Walden Academy a tour of the Civic Center. He also reported on several upcoming events and programs that will be occurring at the Library.

Council Member Taylor-Vodden reported that she plans to attend the Economic Development Committee Meeting scheduled on June 20. She also reminded everybody that the Downtown Farmers' Market is now underway every Wednesday from 4:00 – 7:00 p.m.

Council Member Spears gave a report on recent and upcoming events and fundraisers within the Recreation Department. He reported that the local Cub Scouts had a cross-over ceremony which he attended on May 23. He also stated that he has a Transportation Meeting at the end of the month that he plans to attend. He also attended the recent Relay-for-Life event and plans to attend the upcoming Flag Day Ceremony at Memorial Hall.

Mayor Cobb thanked Council Member Taylor-Vodden for standing in for him to present a Proclamation at the Relay-for-Life event on behalf of the City Council.

13. **Executive Session:** Pursuant to California Government Code Sections 54950 et seq., the City Council held a Closed Session. Pursuant to Government Code Section 54954.3 the public had an opportunity to directly address the legislative body on the below items prior to the Council convening into Closed Session. **No members of the public had any comments on the Executive Session topics.**

The Council entered into Executive Session at 7:50 p.m.

- a) CONFERENCE WITH LABOR NEGOTIATOR(S) Pursuant to Section 54957.6

Agency Negotiators: City Manager Steve Holsinger
Finance Director Tim Sailsbery

Employee Organization(s): Willows Employees Association

- b) PERFORMANCE EVALUATION – Pursuant to Government Code § 54957 (b) (1).
TITLE: City Manager

14. **Report-Out from Executive Session:**

The Council reconvened into open session at 9:48 p.m. No reportable action was taken by the Council. Direction was provided to Staff.

15. **Adjournment:** Mayor Cobb adjourned the meeting at 9:49 p.m.

Dated: June 11, 2013

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
June 25, 2013

1. Mayor Cobb called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Undersheriff Rich Warren led the Pledge of Allegiance.
3. **ROLL CALL:**

Present: Domenighini, Taylor-Vodden, Spears, Mello & Mayor Cobb
Absent: None

4. **Agenda Review:** It was **moved** by Council Member Domenighini and **seconded** by Council Member Taylor-Vodden to accept the June 25, 2013 as presented. The motion unanimously passed.
5. **Presentations & Proclamations:** None
6. **Public Comment/Written Communications:**

Dan Roach, representing the Glenn County Veterans, reported that the Veterans held a Tri-Tip fundraiser at the City Pool the previous Friday to help raise money for the Pool. He stated that \$1600 in profit was collected from the fundraiser to help keep the City Pool open.

Rose Marie Thrailkill gave the Council an update on Chamber of Commerce and Community events, activities and fundraisers. She also reported that the Chamber's website has recently been updated and has many new changes and member benefits. She reported that due to financial reasons, the Chamber would not be putting out their annual business directory this year.

7. **Consent Agenda:**

It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Spears to approve the Consent Agenda as presented. The motion unanimously passed and the following items were approved/adopted:

- a) Approval of General, Payroll and Direct Deposit Check Registers.
- b) Adoption of a Resolution to extend the sunset date of the Glenn County Abandoned Vehicle Abatement Fee Program with the California Department of Motor Vehicles.
- c) Approval of a lease for 2 copy machines (Administrative Office & Police Department) from Ray Morgan Company and authorize the Finance Director to complete negotiation of lease terms and the City Manager to sign the lease on behalf of the City of Willows.
- d) Approval of the renewal of the 2013-2014 contract for services between the City of Willows and 3CORE, Inc.

8. **Public Hearings:** None

9. **Ordinances:** None

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

- a) Library Director Jody Meza presented the Council with the Willows Public Library 2011/2012 Annual Report and she gave an overview of the report.

11. New Business:

- a) Consider adoption of a Resolution authorizing the purchase of a new street sweeper and enter into an Inter-local Contract for Cooperative Purchasing with HGACBuy:

The Public Works Department regularly sweeps the streets throughout the City in order to keep clean, safe streets that are free of debris and obstructions. Typically, the life of this type of vehicle is 10 years. The current sweeper was purchased in 2000 and the need for a new one comes at an opportune time, as air quality restrictions of diesel emissions have required the City to comply by either installing particulate matter filters, upgrading cab & chassis, or replacing the vehicle. The street sweeper has typically been purchased with Gas Tax funds, as is proposed here. The sweeper will be purchased through a cooperative purchasing agreement administered by the Houston-Galveston Area Council (HGACBuy). HGACBuy is a regional council of governments operating under the laws of the State of Texas and governed by a board comprised of 35 elected officials from 13 county regions. The program specializes in high-ticket capital intensive products and services that require technical detailed specifications and extensive professional skills to evaluate bid responses. All products offered through the program have been awarded by virtue of a public competitive process that complies with the California State requirements and participation in the program does not obligate the City to make any purchases and it does not cost the City anything to participate. Staff is recommending that the Council authorize the purchase of this new sweeper and allow staff to enter into an Inter-local Contract for Cooperative Purchasing agreement.

It was **moved** by Council Member Taylor-Vodden and **seconded** by Council Member Domenighini to adopt a Resolution authorizing the execution of a cooperative purchasing agreement with HGACBuy and purchase of a street sweeper. The motion unanimously passed.

- b) Library Board Trustees appointments:

Currently there are three seats on the Library Board of Trustees whose terms are due to expire on June 30, 2013. Council Members Taylor-Vodden and Domenighini volunteered to serve on a subcommittee to review applications, interview candidates and make their recommendations for three individuals to fill these seats. Only three applications were received, and all three were from the currently seated Board Members whose terms are expiring. The subcommittee reviewed the applications and after consultation with Library Director Jody Meza, the subcommittee determined that all three applicants have served the Library Board well and therefore, should be reappointed to serve another term. It was **moved** by Council Member Domenighini and **seconded** by Council Member Taylor-Vodden to reappoint Adrienne Haylor, Dawn George and Lisa Kennedy to the Library Board of Trustees. The motion unanimously passed.

- c) Downtown Banner Poles possible replacement, discussion of other options & direction to staff:

This was an item that was placed on the agenda at the request of Council Member Mello. At the direction of the Council, Council Member Mello was asked to perform some research about the possible replacement of the Sycamore Street banner poles or some other possible options or alternatives to the replacement of the banner poles. Council Member Mello stated that the community needs some type of message system for groups and organizations. This needs to be a message system where all groups and organizations can display communications to the community. He believes any message system would be beneficial, be it the banner poles, message signs or banner flags, but he believes that it needs to be accessible to all groups and organizations, easy to manage, cost effective to the City, attractive to the community, and should have less City Hall involvement. There are over 50 local non-profit organizations and groups in the City of Willows that would like to display messages that announce special events, fundraisers, etc. Many of these organizations cannot afford to pay \$350 - \$500 in order to purchase a banner. He believes the City needs a messaging system that is user-friendly that all organizations could utilize. Council Member Mello introduced a few examples of alternatives to the banner poles, such as changeable letter signs, mobile digital display signs and double-sided banners that could be hung from utility poles.

Discussion ensued among the Council and members of the public including Rose Marie Thrailkill and Jamie Millen who represent the Chamber of Commerce. Many options were discussed such as funding mechanisms for the project once it is determined what type of messaging system the Council decides to choose, who would manage the program, what would be the most cost effective messaging system, etc. It was suggested that perhaps the City could impose a \$10.00 surcharge on City Business License renewals for two years in order to be reimbursed for the City's up-front cost of the project. It was determined that there were still too many variables in order for the Council to make a final decision at this meeting. The conclusion was to have Council Member Mello continue to work with the Chamber of Commerce to put together a survey to hear the business community's preference of the types of messaging signs they would like to have and if they would be agreeable to pay a \$10.00 surcharge per Business License renewal for a two year period in order to fund the project. Once there is more research conducted and a survey is completed, this item will come before the Council again for further discussion.

12. Council Member Reports:

Council Member Spears reported on the last Transportation & Transit Commission meeting that he attended. He also reported that he helped with the recent Tri-Tip fundraiser at the City Pool. He also announced that the Glenn County Theatre Company is currently performing the Wizard of Oz at the Theatre

Council Member Taylor-Vodden reported on the last Economic Development Strategy meeting that she and Council Member Mello attended. She also reported that she recently sat in on negotiations with the Willows Employees Association and that it has been a very pleasant experience and she commends all of the employee groups for their spirit of cooperation. They are getting very close to coming to an agreement and once that is done, she stated that she would

like the Council to hold an Executive Session at the next meeting to talk about negotiations with the Unrepresented Employees, which is the one group of employees that the Council has not discussed yet. She stated that the purpose is to discuss restoring full-time service and ending the furloughs. It was the unanimous consensus of the Council to place an Executive Session item on the next meeting agenda.

Council Member Domenighini reported that the next Library Board meeting is this Thursday. He also reminded people to visit the Wednesday Night Farmers' Market downtown each Wednesday from 4:00 to 7:00 p.m.

13. **Executive Session:** Pursuant to California Government Code Sections 54950 et seq., the City Council held a Closed Session. Pursuant to Government Code Section 54954.3 the public had an opportunity to directly address the legislative body on the below items prior to the Council convening into Closed Session. **No members of the public had any comments on the Executive Session topics.**

The Council entered into Executive Session at 8:06 p.m.

- a) PUBLIC EMPLOYEE APPOINTMENT Pursuant to Government Code Section 54957 (b)(1)
Title: Police Chief
- b) CONFERENCE WITH LABOR NEGOTIATOR(S) Pursuant to Section 54957
Agency Negotiators: City Manager Steve Holsinger
Finance Director Tim Sailsbery
Employee Organization(s): Willows Employees Association

14. **Report-Out from Executive Session:**

The Council reconvened into open session at 8:50 p.m. No reportable action was taken by the Council. Direction was provided to Staff.

15. **Adjournment:** Mayor Cobb adjourned the meeting at 8:50 p.m.

Dated: June 25, 2013

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

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, still in process, 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) 2012-13

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.

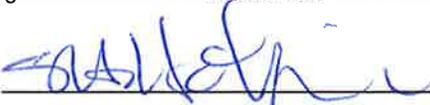
			In Support of Housing (LMH)
(01) Acquisition of Real Property	<input type="checkbox"/>	Page 1	
(02) Disposition	<input type="checkbox"/>	Page 1	
(03) Public Facilities & Improvements*	<input checked="" type="checkbox"/>	Page 6	<input type="checkbox"/> Page 3
(03A) Senior Centers	<input type="checkbox"/>	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 type="checkbox"/>	Page 7	
(05F) Substance Abuse Services	<input type="checkbox"/>	Page 7	
(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

In Support
of Housing
(LMH)

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 7/23/2013

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

Public Facilities and Improvements

- 1. Indicate the number of households assisted, according to the following:
 - a. Total benefiting for the program year: 6017
 - 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	<u>\$0</u>
Other (Specify) _____	<u>\$0</u>

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
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 & Blck/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	2
Moderate (51%-80%)	0	0	0
Non-Low/Moderate Income (+80%)	<u>0</u>	<u>0</u>	<u>0</u>
Totals	0	0	2

DIRECT BENEFIT AND INCOME LEVELS MUST BE EQUAL

LEAD PAINT

APPLICABLE LEAD PAINT REQUIREMENT:

Housing constructed before 1978	0
*Exempt: housing constructed 1978 or later	0
**Otherwise exempt	0
Exempt: Hard costs <= \$5,000	0
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:	0	0	0
Number of Units Expected at Completion:	0	0	0
FOR TOTAL GRANT TERM	Total	Occupied	Occupied Low/Mod
Number of Units Completed:	0	0	0

(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)

Replacement Housing

If multiple locations, please duplicate and make additional forms as necessary.
Indicate the address of the units to be demolished-converted:

IDIS cdbg 16

Demolished/Converted
Address

Indicate the number and type of bedroom units

- 0/1 Zero or One bedroom unit _____
- Two Bedroom Units _____
- Three Bedroom Units _____
- Four Bedroom Units _____
- 5+ Five or more Bedroom Units _____

Grant or Loan Agreement Executed Date:

Demolition or Conversion Agreement Date:

Replacement
Address

Number of bedroom units

- 0/1 Zero or One bedroom unit _____
- Two Bedroom Units _____
- Three Bedroom Units _____
- Four Bedroom Units _____
- 5+ Five or more Bedroom Units _____

Date units will be available:

Date of any exception agreement:

Grantee Performance Report
Appendix B - Displacement

Report Period
 2012-13

Standard Agreement
 PI Housing RLA

IDIS cdbg 15

Indicate the census tract of origin _____
 Indicate the City _____

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

Indicate the census tract of those relocated _____
 Indicate the City _____

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

If there is more than one census track, indicate the additional census tract
 and race distribution of those relocated. _____
 Indicate the City _____

1. Presumed Benefit

IDIS User Guide 8-73

If the activity is funded under a National Objective Code of Low and Moderate Income Clientele, indicate the number of beneficiaries that fall into one or more of the following categories. Use the following income levels when reporting on the beneficiaries race and income on other pages of the GPR.

Number of:

- | | |
|---|--|
| <input type="checkbox"/> Abused Children | Extreme Low Income |
| <input type="checkbox"/> Battered Spouses | Low Income |
| <input type="checkbox"/> Severely Disabled Adults (Per Census Definition) | Low Income |
| <input type="checkbox"/> Illiterate Adults | Low Income |
| <input type="checkbox"/> Persons with Aids | Low Income |
| <input type="checkbox"/> Homeless Persons | Extreme Low Income |
| <input type="checkbox"/> Migrant Farm workers | Low Income |
| <input type="checkbox"/> Elderly Persons | Use Moderate Income if at a center with services,
if not center based, use Low Income |

2. Nature and Location

IDIS cdbg 10

Provide a narrative description of how the nature/location of this activity benefits low and moderate persons:

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 Services

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.

Provide a description of the boundaries of the designated area
(Not the census tract/block data required for LMA)

Boundaries:

Percent of Deteriorated Buildings/Qualified Properties: _____ %

Public Improvement/Type Condition:

Provide a brief description identifying each type of improvement / type of condition

Slum/Blight Designation Year _____

AGENDA ITEM

July 23, 2013

TO: Steve Holsinger, City Manager
FROM: Wayne Peabody, Fire Chief
SUBJECT: 2013 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 8, 2013.

SITUATION (or BACKGROUND):

On April 23, 2013 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 June 11, 2013.

FINICIAL 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 13, 2013.

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 8th, 2013.

Respectfully Submitted

Wayne Peabody
Fire Chief

Approved By


Steve Holsinger
City Manager

ATTACHMENT:

- A: Attachment A: 2013 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 23, 2013, were declared a nuisance and ordered abated as of the Council meeting of June 11, 2013; 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 June 11, 2013, and does hereby confirm the costs of abatement and declare them a lien against the property effective August 8th, 2013.

PASSED AND ADOPTED by the City Council of the City of Willows this 23rd day of July, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jeffrey T. Cobb, Mayor

ATTEST:

Natalie Butler, City Clerk

AGENDA ITEM

July 23, 2013

TO: Honorable Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Consideration for approval of a Professional Legal Services Agreement between the City of Willows and Jones & Mayer, Attorneys at Law; as Special Counsel.

RECOMMENDATION

Pursuant to Business & Professions Code, Section 6147, the City Council will consider, by Resolution, approving a Legal Services Agreement for "Special Counsel" to represent the City of Willows during potential Health & Safety Receivership Litigation in conjunction with specific blighted & sub-standard residential properties within the City of Willows.

SUMMARY

The Public Safety Sub-committee has recently held meetings on June 4th and June 18th to consider possible options available to the City of Willows thru Health & Safety Code Litigation in conjunction with Receivership processes for three specific properties within the City of Willows. An Attorney from Jones & Mayer, Attorneys at Law attended the June 18th meeting and addressed certain concerns expressed by sub-committee and staff. Follow-up review by the Attorneys and members of the sub-committee has resulted in conclusion that Receivership procedures are perhaps the best pursuit for the City of Willows at this time.

The properties; identified as APN 002-093-002-0 at 245 N Plumas Street, APN 003-083-006-0 at 329 N Sacramento Street, and APN 003-151-001-0 at 208 N Sacramento Street have all been declared Tax-Defaulted Properties subject to Sell by the Glenn County Tax Collector's Office. Staff and Sub-committee members recommend approval of the Special Counsel Agreement and pursuit of all necessary legal steps to resolve the current Tax-Defaulted status of these properties.

FINANCIAL CONSIDERATIONS

Estimates to complete the necessary litigation work in conjunction with these properties is anticipated not to exceed \$23,000; with full recovery of legal expenses anticipated as part of the Receivership placement process.

RECOMMENDATION

Pursuant to Business & Professions Code, Section 6147, the City Council will consider, by Resolution, approving a Legal Services Agreement for "Special Counsel" to represent the City of Willows during potential Health & Safety Receivership Litigation in conjunction with specific blighted & sub-standard residential properties within the City of Willows.

Respectfully submitted,



Stephen A Holsinger
City Manager

Attachments – Special Counsel Agreement, Property evaluation sheets, with Assessor's detail and delinquent tax record and Resolution of Approval



JONES & MAYER

ATTORNEYS AT LAW

3777 NORTH HARBOR BOULEVARD • FULLERTON, CALIFORNIA 92835
(714) 446-1400 • (562) 697-1751 • FAX (714) 446-1448

Richard D. Jones*
Partners
Martin J. Mayer
Kimberly Hall Barlow
James R. Touchstone

Richard L. Adams II
Jamaar Boyd-Weatherby
Baron J. Bettenhausen
Christian L. Bettenhausen
Paul R. Coble
Keith F. Collins

Michael Q. Do
Thomas P. Duarte
Elena Q. Gerli
Katherine M. Hardy
Krista MacNevin Jee
Ryan R. Jones

Robert Khuu
Gary S. Kranker
Christopher F. Neumeyer
Kathya M. Oliva
Gregory P. Palmer

Danny L. Peelman
Harold W. Potter
Denise L. Rocawich
Yolanda M. Summerhill
Ivy M. Tsai

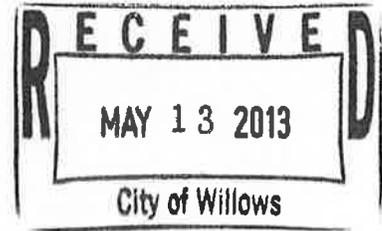
*a Professional Law Corporation

Of Counsel
Michael R. Capizzi
Dean J. Pucci
Steven N. Skeinik

Consultant
Mervin D. Feinstein

May 9, 2013

Steve Holsinger
City Manager
Civic Center
201 N. Lassen Street
Willows, CA 95988



Re: *Legal Services Agreement*

Dear Mr. Holsinger:

Enclosed are two original copies of the Legal Services Agreement between Jones and Mayer and the City of Willows. Please execute both originals and return one back to our office in the enclosed self addressed stamped envelope. If you have any questions please do not hesitate to contact me.

Sincerely,

Dean J. Pucci, Esq.
Jones and Mayer

DJP/vxl
Enclosures

**LEGAL SERVICES AGREEMENT
FOR SPECIAL COUNSEL SERVICES
CITY OF WILLOWS**

1. IDENTIFICATION OF PARTIES AND RECITALS. This agreement, executed in duplicate with each party receiving an executed original, is made between JONES & MAYER, hereafter referred to as "Special Counsel," and CITY OF WILLOWS, hereafter referred to as "Client." Whereas the City of WILLOWS requires the professional services of attorneys who are experienced in Health and Safety Receivership Litigation and Special Counsel has the necessary experience and history in providing professional services and advice in the areas required by the Client the parties enter into this agreement as follows:

This agreement is required by Business and Professions Code section 6147 and is intended to fulfill the requirements of that section.

2. LEGAL SERVICES TO BE PROVIDED: The scope of legal services to be provided by Special Counsel to Client are as follows: provide legal advice, guidance and representation of the Client for the purpose of securing Health and Safety Code Receiverships for properties identified by Client as appropriate for placement into a Health and Safety Code Receivership. This Agreement expressly authorizes Special Counsel to file and prosecute said Health and Safety Receiverships on behalf of the City of WILLOWS. Special Counsel is required to obtain written authorization from Client identifying each property address approved for receivership prior to commencing litigation on each matter.
3. RESPONSIBILITIES OF ATTORNEY AND CLIENT. Special Counsel will perform the legal services called for under this agreement, keep Client informed of progress and developments, and respond promptly to Client's inquiries and communications. Client will be truthful and cooperative with Special Counsel and keep Special Counsel reasonably informed of developments; as well as make timely payments required under this agreement.
4. ATTORNEY'S FEES. Clients will pay Special Counsel for attorney's fees for the legal services provided under this agreement at the rate of \$175.00 per hour for services performed by a law clerk or paralegal and \$275.00 per hour for services performed by an attorney under this agreement. Special Counsel will charge in increments of one tenth of an hour, rounded off for each particular activity to the nearest one tenth of an hour. The minimum time charged for any particular activity will be one tenth of an hour.

Special Counsel will charge for all activities undertaken in providing legal services to Client under this agreement, including, but not limited to, the following: conferences, meetings, court appearances, correspondence and legal documents (review and preparation), legal research and telephone consultations.

Client acknowledges that Special Counsel has made no promise about the total amount of attorney's fees to be incurred by Clients under this agreement.

Client agrees that it shall be responsible for all attorneys' fees for legal services under this Agreement.

5. COSTS. Client will pay all "costs" in connection with Special Counsel's representation of Client under this agreement. Costs will be advanced by Special Counsel and then billed to Client. Costs are to be paid as billed, without delay, and are not contingent upon any order of a court or award to Client in connection with legal proceedings for which Special Counsel is retained. The anticipated costs for representation under this agreement include, but are not limited to, \$.45 cents per mile, round trip, to appear at any hearing or conference and messenger service fees. The hourly rate includes photocopying expenses (fewer than 500 pages) and long-distance telephone charges.
6. REPRESENTATION OF ADVERSE INTERESTS. Client is informed that the Rules of Professional Conduct of the State Bar of California require the client's informed written consent before an attorney may begin or continue to represent the client when the attorney has had a relationship with another party interested in the subject matter of the attorney's proposed representation of the client. Client and Special Counsel are aware of any potential conflicts and have discussed them in detail.
7. DISCHARGE OF ATTORNEY. Client may discharge Special Counsel, pursuant to state law, by written notice effective when received by Special Counsel. Notwithstanding the discharge, Client will be obligated to pay Special Counsel its last statement within thirty (30) days as set forth under the terms of this agreement.
8. STATEMENTS AND PAYMENTS. Special Counsel will send Client monthly statements indicating attorney fees and costs incurred and their basis, any amount applied for deposits, and any current balance owed. If no attorney fees or costs are incurred for a particular month, or if they are minimal, the statement may be held and combined with that for the following month. Any balance will be paid in full within thirty (30) days after the statement is mailed and within thirty (30) days after final statement is submitted due to discharge of Special Counsel.
9. ENTIRE AGREEMENT. This agreement contains the entire agreement of the parties. NO other agreement, statement, or promise made on or before the effective date of this agreement will be binding on the parties.
10. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire agreement will be severable and remain in effect.
11. MODIFICATION BY SUBSEQUENT AGREEMENT. This agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement to the extent that the parties carry it out.

12. ARBITRATION OF FEE DISPUTE. If a dispute arises between Special Counsel and Client regarding attorney's fees under this agreement and Special Counsel filed suit in any other court other than small claims court, Client will have the right to stay that suit by timely electing to arbitrate the dispute under Business and Professions Code sections 6200-6206, in which event Special Counsel must submit the matter to such arbitration.
13. ATTORNEY'S FEES AND COSTS IN ACTION ON AGREEMENT. The prevailing party in any action or proceeding to enforce any provision of his agreement will be awarded reasonable attorney's fees and costs incurred in that action or proceeding or in efforts to negotiate the matter.
14. CONSULTATIONS WITH INDEPENDENT COUNSEL. The parties hereby acknowledge that they have read and understand the foregoing, that they have had the opportunity to consult with independent counsel, and that they agree to the representation on the terms set forth in this Retainer Agreement.
15. AUTHORITY. The individuals executing this Agreement and the instruments referenced in it on behalf of Special Counsel and Client represent and warrant that they have the legal power, right and actual authority to bind the parties to the terms and conditions of this Agreement.
16. NOTICES. Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand or overnight courier service during the receiving party's regular business hours or by facsimile before or during the receiving party's regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses heretofore set forth in the Agreement, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this Section.

Special Counsel: Jones & Mayer
3777 N. Harbor Boulevard
Fullerton, California 92835
Telephone: 714-446-1400
Facsimile: 714-446-1448

Steve Holsinger
City Manager, City of Willows
Civic Center
201 N. Lassen Street
Willows, California 95988
Telephone: (530) 934-7041
Facsimile: (530) 934-7402

EFFECTIVE DATE OF AGREEMENT. The effective date of this Agreement will be the date when it is executed by the last of the parties required to do so.

The foregoing is agreed to by:

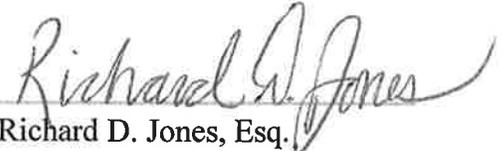
Dated:

Steve Holsinger
City Manager
City of Willows

Dated:

5/09/13

JONES & MAYER


Richard D. Jones, Esq.



Jones & Mayer

3777 North Harbor Boulevard
Fullerton, CA 92835
(T) 714-446-1400 (F) 714-446-1448
www.jones-mayer.com

Receivership Intake/Evaluation Form

Requesting Agency Information

1. Requesting Agency: City of Willows Fire Date: 4-15-13

2. Name/Title of Requesting Party: Wayne Pebed Request Type: Emergency
Fire Chief Urgent
 Standard

3. Phone/Email: wpebed@cityofwillows.org

Property Information

Address: 208 N Sacramento Description (Check all that Apply):

APN: 003-151-001 Residential Commercial Occupied

Owner Information: Fulton, Leslie P Etal Abandoned/Vacant Owner Occupied Rental
Dodge R Margorie Single Family Multi-Family
 Multi-Unit/Apartment (Approx # of Units: _____)

Type/Description of Violations (check all that apply)

- Packrat/Hoarder
- Fire Damaged
- Unfinished Construction
- Illegal Occupancy
- Abandoned
- Police/Fire Department Referral
- Building Department Referral
- Interior---Exterior---Both (Circle One)
- Planning/Zoning
- (Misc): _____

Details

Brief Description of Violations Posing an Imminent Threat to Health/Safety:

- * Property Abandoned in 1958-95
- * Property posted as a hazard
- * All power & utility have been removed
- * All owners are deceased
- * Out Buildings have had to be removed
- * Contractor has boarded up the house with all contents contained.
- * Weed hazard / Fire
- * Health & Safety Due to Rats and Rodents

Brief Physical Description of Each APN/Address Listed:

- * two story wood framed single family residence. Structure is dilapidated and will need to be removed.

Property Detail

Glenn, CA SHERYL THUR, ASSESSOR

Parcel # (APN): **003-151-001-0**

Use Description: **RESID. SINGLE FAMILY**

Parcel Status: **ACTIVE**

Owner Name: **FULTON LESLIE P ETAL**

Mailing Address: **208 N SACRAMENTO ST WILLOWS CA 95988**

Situs Address:

Legal

Description: **PIT ADD-LS 8 THRU 10 BLK 36**

ASSESSMENT

Total Value: **\$24,000**

Use Code: **R1DX**

Zoning:

Land Value: **\$24,000**

Tax Rate Area: **002026**

Census Tract:

Impr Value:

Year Assd: **2012**

Improve Type:

Other Value:

Property Tax:

Price/SqFt:

% Improved

Delinquent Yr

Exempt Amt:

HO Exempt?: **N**

SALES HISTORY

Sale 1

Sale 2

Sale 3

Transfer

Recording Date:

Recorded Doc #:

Recorded Doc Type:

Transfer Amount:

Sale 1 Seller (Grantor):

1st Trst Dd Amt:

Code1:

2nd Trst Dd Amt:

Code2:

PROPERTY CHARACTERISTICS

Lot Acres: **0.344**

Year Built: **1930**

Fireplace:

Lot SqFt: **15,000**

Effective Yr:

A/C:

Bldg/Liv Area: **2,992**

Heating:

Units:

Total Rooms:

Pool:

Buildings:

Bedrooms: **4**

Stories:

Baths (Full):

Park Type:

Style:

Baths (Half):

Spaces:

Construct:

Site Infnce:

Quality: **5.5**

Garage SqFt:

Building Class: **D**

Timber Preserve:

Condition:

Ag Preserve:

Other Rooms:

*** The information provided here is deemed reliable, but is not guaranteed.

DON SANTORO
Tax Collector
GLENN COUNTY
P.O. BOX 151
WILLOWS, CA 95988

2004-4355
Recorded at the request of
GLENN CO TREAS/TAX COLL
07/01/2004 08:22A
Fee: 0.00 No of Pages:1

OFFICIAL RECORDS
Vince T Minto Clerk-Recorder
Glenn County, CA

NOTICE OF POWER TO SELL TAX-DEFAULTED PROPERTY

Which, pursuant to law was declared to be Tax-Defaulted on **06/30/1999**
for the nonpayment of delinquent taxes in the amount of **\$ 835.22**
for the fiscal year **1998 - 1999**, Default Number **22**

Notice is hereby given by the Tax Collector of Glenn County that: (1) five or more years or, in the case of a nuisance abatement, three or more years have elapsed since the duly assessed and legally levied taxes on the property described herein were declared in default; (2) the property is subject to sale for nonpayment of taxes; and (3) the property will be sold unless the amount required to redeem the property is paid to the Tax Collector of said County before sale. The real property subject to this notice is assessed to:

LESLIE P. FULTON and MARJORIE R. DODGE

and is situated in the City of Willows, County of Glenn, State of California, described as follows:

003-151-001-0
(Assessor's Parcel Number)

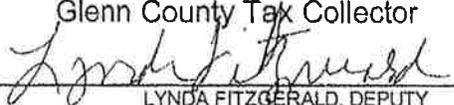
Lots Eight (8), Nine (9), and Ten (10) in Block Thirty-six (36) of the Town of Willows, according to the map of Pittsburgh Addition and Resubdivision of Blocks 23 to 34 inclusive, of the Town of Willows, filed in the office of the County Recorder of the County of Glenn, State of California, on April 21, 1910, in Book 2 of Maps, page 220.

Executed on July 1, 2004

State of California
County of Glenn

DON SANTORO
Glenn County Tax Collector

By


LYNDA FITZGERALD, DEPUTY

On July 1, 2004, before me, VINCE MINTO, County Clerk-Recorder In and for the County of Glenn, State of California, personally appeared LYNDA FITZGERALD, Deputy, personally known to me to be the person whose name is subscribed to the within Instrument and acknowledged to me that she executed the same in her authorized capacity, and that by her signature on the Instrument the person, or the entity upon behalf of which the person acted, executed the Instrument.

WITNESS my hand and official seal of the Glenn County Clerk

VINCE MINTO, County Clerk-Recorder
Glenn County, California


Technician

SEAL

 2004-4355

CITY OF WILLOWS - DELINQUENT PROPERTY TAX RESEARCH

208 N. Sacramento St. - APN #003-151-001

PARCEL & YEAR	TOTAL TAX	DELINQ PENALTY	COST	INTEREST	REDEMPTION FEE	AMOUNT DUE	PAID TO DATE	LAST PYMT DATE	TOTAL AMOUNT DUE
Prior Year									
1998-99	750.20	75.02	10.00			835.22	(800.00)	10/23/2002	35.22
1999-00	551.10	55.10	10.00			616.20			616.20
2000-01	558.62	55.86	10.00			624.48			624.48
2001-02	687.68	68.76	10.00			766.44			766.44
2002-03	703.08	70.30	10.00			783.38			783.38
2003-04	863.84	86.38	10.00			960.22			960.22
2004-05	764.22	76.42	10.00			850.64			850.64
2005-06	825.64	82.56	10.00			918.20			918.20
2006-07	1,057.10	105.70	10.00			1,172.80			1,172.80
2007-08	1,570.48	157.04	10.00			1,737.52			1,737.52
2008-09	1,006.10	100.60	10.00			1,116.70			1,116.70
2009-10	1,015.98	101.58	10.00			1,127.56			1,127.56
2010-11	12,058.40	1,205.84	10.00			13,274.24			13,274.24
2011-12	1,904.94	190.48	10.00			2,105.42			2,105.42
Interest thru 04/30/13	-	-	-	18,336.50	62.00	18,336.50			18,336.50
Redemption Fee	-	-	-	-	62.00	62.00			62.00
Subtotal Prior Year	24,317.38	2,431.64	140.00	18,336.50	62.00	45,287.52	(800.00)		44,487.52
Current Year									
2012-13	2,392.94	239.28	10.00			2,642.22			2,642.22
Total Amount Due	26,710.32	2,670.92	150.00	18,336.50	62.00	47,929.74	(800.00)		47,129.74



Jones & Mayer

3777 North Harbor Boulevard
Fullerton, CA 92835
(T) 714-446-1400 (F) 714-446-1448
www.jones-mayer.com

Receivership Intake/Evaluation Form

Requesting Agency Information

1. Requesting Agency: City of Willows Fire Date: 4-15-13

2. Name/Title of Requesting Party: Edgar Pabst Request: Type: Emergency
Fire Chief Urgent
 Standard

3. Phone/Email: uprabad@cityofwillows.org

Property Information

Address: 329 N Sacramento Description (Check all that Apply):

APN: 003-083-006 Residential Commercial Occupied

Owner Information: Little George & Christine Abandoned/Vacant Owner Occupied Rental

Single Family Multi-Family

Multi-Unit/Apartment (Approx # of Units: _____)

Type/Description of Violations (check all that apply)

Packrat/Hoarder Police/Fire Department Referral

Fire Damaged Building Department Referral

Unfinished Construction Interior---Exterior---Both (Circle One)

Illegal Occupancy Planning/Zoning

Abandoned (Misc): _____

Details

Brief Description of Violations Posing an Imminent Threat to Health/Safety:

* Property has been Red Tagged

* Fire/Life Safety due to work

* Vacant/Abandoned

* Building has been boarded up with all windows

Brief Physical Description of Each APN/Address Listed:

Single Family, single story residential. Fire Damage to the front interior room.

Property Detail

Glenn, CA SHERYL THUR, ASSESSOR

Parcel # (APN): **003-083-006-0** Use Description: **RESID. SINGLE FAMILY**
 Parcel Status: **ACTIVE**
 Owner Name: **LITTLE GEORGE & CHRISTINA**
 Mailing Address: **208 N SACRAMENTO ST WILLOWS CA 95988**
 Situs Address: **329 N SACRAMENTO ST WILLOWS CA 95988-2238 C004**
 Legal
 Description: **329 N SACRAMENTO ST**

ASSESSMENT

Total Value: \$34,398	Use Code: R1DX	Zoning:
Land Value: \$24,883	Tax Rate Area: 002026	Census Tract: 104.00/1
Impr Value: \$9,515	Year Assd: 2012	Improve Type:
Other Value:	Property Tax:	Price/SqFt:
% Improved 27%	Delinquent Yr	
Exempt Amt:	HO Exempt?: N	

SALES HISTORY

	<u>Sale 1</u>	<u>Sale 2</u>	<u>Sale 3</u>	<u>Transfer</u>
Recording Date:				
Recorded Doc #:				
Recorded Doc Type:				
Transfer Amount:				
Sale 1 Seller (Grantor):				
1st Trst Dd Amt:	Code1:	2nd Trst Dd Amt:	Code2:	

PROPERTY CHARACTERISTICS

Lot Acres: 0.172	Year Built: 1927	Fireplace:
Lot SqFt: 7,500	Effective Yr:	A/C:
Bldg/Liv Area: 995	Total Rooms: 5	Heating:
Units:	Bedrooms: 2	Pool:
Buildings:	Baths (Full):	Park Type:
Stories:	Baths (Half):	Spaces:
Style:	Garage SqFt:	Site Infnce:
Construct:		Timber Preserve:
Quality:		Ag Preserve:
Building Class: D		
Condition:		
Other Rooms:		

*** The information provided here is deemed reliable, but is not guaranteed.

CITY OF WILLOWS - DELINQUENT PROPERTY TAX RESEARCH

329 N. Sacramento St. - APN #003-083-006

PARCEL & YEAR	TOTAL TAX	DELINQ PENALTY	COST	INTEREST	REDEMPTION FEE	AMOUNT DUE	PAID TO DATE	LAST PYMT DATE	TOTAL AMOUNT DUE
Prior Year									
1998-99	784.74	78.46	10.00			873.20	(654.06)	9/12/2005	219.14
1999-00	794.86	79.48	10.00			884.34			884.34
2000-01	805.42	80.54	10.00			895.96			895.96
2001-02	881.86	88.18	10.00			980.04			980.04
2002-03	890.28	89.02	10.00			989.30			989.30
2003-04	935.32	93.52	10.00			1,038.84			1,038.84
2004-05	955.80	95.58	10.00			1,061.38			1,061.38
2005-06	2,413.34	241.33	10.00			2,664.67			2,664.67
2006-07	901.52	90.15	10.00			1,001.67			1,001.67
2007-08	816.84	81.68	10.00			908.52			908.52
2008-09	827.88	82.78	10.00			920.66			920.66
2009-10	921.32	92.12	10.00			1,023.44			1,023.44
2010-11	3,195.50	319.54	10.00			3,525.04			3,525.04
2011-12	1,298.06	129.80	10.00			1,437.86			1,437.86
Interest thru 04/30/13				18,551.84		18,551.84			18,551.84
Redemption Fee					62.00	62.00			62.00
Subtotal Prior Year	16,422.74	1,642.18	140.00	18,551.84	62.00	36,818.76	(654.06)		36,164.70
Current Year									
2012-13	929.94	92.98	10.00			1,032.92			1,032.92
Total Amount Due	17,352.68	1,735.16	150.00	18,551.84	62.00	37,851.68	(654.06)		37,197.62

DON SANTORO
Tax Collector
GLENN COUNTY
P.O. BOX 151
WILLOWS, CA 95988

2004-4352
Recorded at the request of
GLENN CO TREAS/TAX COLL
07/01/2004 08:22A
Fee: 0.00 No of Pages:1

OFFICIAL RECORDS
Vince T Minto Clerk-Recorder
Glenn County, CA

NOTICE OF POWER TO SELL TAX-DEFAULTED PROPERTY

Which, pursuant to law was declared to be Tax-Defaulted on **06/30/1999**
for the nonpayment of delinquent taxes in the amount of **\$ 873.20**
for the fiscal year **1998 - 1999**, Default Number **19**

Notice is hereby given by the Tax Collector of Glenn County that: (1) five or more years or, in the case of a nuisance abatement, three or more years have elapsed since the duly assessed and legally levied taxes on the property described herein were declared in default; (2) the property is subject to sale for nonpayment of taxes; and (3) the property will be sold unless the amount required to redeem the property is paid to the Tax Collector of said County before sale. The real property subject to this notice is assessed to:

GEORGE LITTLE and CHRISTINA LITTLE

and is situated in the City of Willows, County of Glenn, State of California, described as follows:

003-083-006-0
(Assessor's Parcel Number)

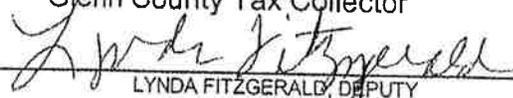
Lot 10 of Block 34 of Pittsburg Addition to the Town of Willows, according to the official map or plat of Pittsburg Addition and Resubdivision of Blocks 23 to 34, inclusive, of the Town of Willows, filed for record in the office of the Recorder of the County of Glenn, State of California, in Book 2 of Maps and Surveys, at page 220.

State of California
County of Glenn

Executed on July 1, 2004

DON SANTORO
Glenn County Tax Collector

By


LYNDA FITZGERALD, DEPUTY

On July 1, 2004, before me, VINCE MINTO, County Clerk-Recorder in and for the County of Glenn, State of California, personally appeared LYNDA FITZGERALD, Deputy, personally known to me to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her authorized capacity, and that by her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.
WITNESS my hand and official seal of the Glenn County Clerk

VINCE MINTO, County Clerk-Recorder
Glenn County, California


Technician

SEAL

 2004-4352
Page 1/1



Jones & Mayer

3777 North Harbor Boulevard
Fullerton, CA 92835
(T) 714-446-1400 (F) 714-446-1448
www.jones-mayer.com

Receivership Intake/Evaluation Form

Requesting Agency Information

1. Requesting Agency: City of Willows Fire Date: 4-15-13

2. Name/Title of Requesting Party: Wayne Pebody Request: Type: Emergency
Fire Chief Urgent
 Standard

3. Phone/Email: wpebody@cityofwillows.org

Property Information

Address: 245 N Plumas Description (Check all that Apply):

APN: 002-093-002 Residential Commercial Occupied

Owner Information: Gregory Kimberley Abandoned/Vacant Owner Occupied Rental

Single Family Multi-Family

Multi-Unit/Apartment (Approx # of Units: _____)

Type/Description of Violations (check all that apply)

Packrat/Hoarder Police/Fire Department Referral

Fire Damaged Building Department Referral

Unfinished Construction Interior---Exterior--Both (Circle One)

Illegal Occupancy Planning/Zoning

Abandoned (Misc): _____

Details

Brief Description of Violations Posing an Imminent Threat to Health/Safety:

* Extreme Fire hazard

* Health & Safety with Roadcuts/Ford.

* Home is being used as a squatter house.

Brief Physical Description of Each APN/Address Listed:

two story, single family residence. Victoria design.

Property Detail

Glenn, CA SHERYL THUR, ASSESSOR

Parcel # (APN): **002-093-002-0** Use Description: **RESID. SINGLE FAMILY**
 Parcel Status: **ACTIVE**
 Owner Name: **GREGORY KIMBERLEY**

Mailing Address: **245 N PLUMAS ST WILLOWS CA 95988**
 Situs Address: **245 N PLUMAS ST WILLOWS CA 95988-2807 C003**
 Legal
 Description: **245 N PLUMAS**

ASSESSMENT

Total Value: \$243,364	Use Code: R1XX	Zoning:
Land Value: \$39,615	Tax Rate Area: 002001	Census Tract: 104.00/5
Impr Value: \$203,749	Year Assd: 2012	Improve Type:
Other Value:	Property Tax:	Price/SqFt:
% Improved 83%	Delinquent Yr	
Exempt Amt: \$7,000	HO Exempt?: Y	

SALES HISTORY

	<u>Sale 1</u>	<u>Sale 2</u>	<u>Sale 3</u>	<u>Transfer</u>
Recording Date:	12/19/2003			12/19/2003
Recorded Doc #:	20039110			20039110
Recorded Doc Type:				
Transfer Amount:				
Sale 1 Seller (Grantor):				
1st Trst Dd Amt:	Code1:	2nd Trst Dd Amt:	Code2:	

PROPERTY CHARACTERISTICS

Lot Acres: 0.344	Year Built: 1910	Fireplace:
Lot SqFt: 15,000	Effective Yr:	A/C:
Bldg/Liv Area: 2,121		Heating:
Units:	Total Rooms: 9	Pool:
Buildings:	Bedrooms: 3	
Stories:	Baths (Full): 2	Park Type:
Style:	Baths (Half):	Spaces:
Construct:		Site Infnce:
Quality:	Garage SqFt:	
Building Class: D		Timber Preserve:
Condition:		Ag Preserve:
Other Rooms:		

2012-4383

Recorded at the request of:
DPT OF FINANCE/TAX COLLECTOR

10/12/2012 11:04 AM
Fee: \$0.00 Pgs: 1

OFFICIAL RECORDS
Sheryl Thur, Clerk-Recorder
Glenn County, CA

EDWARD J. LAMB
Tax Collector
GLENN COUNTY
516 W. SYCAMORE STREET
WILLOWS, CA 95988

NOTICE OF POWER TO SELL TAX-DEFAULTED PROPERTY
(Rev. & Tax. Code, §§3691-3691.2)

Which, pursuant to law was declared to be Tax-Defaulted on **June 30, 2007**
for the nonpayment of delinquent taxes in the amount of **\$ 2,996.22**
for the fiscal year **2006 - 2007**, Default Number **46**

Notice is hereby given by the Tax Collector of Glenn County that, pursuant to Revenue and Taxation Code §3691, (1) five years or more, or three years or more in the case of nonresidential commercial property, have elapsed since the duly assessed and legally levied taxes on the property described herein were declared in default; (2) the property is subject to sale for nonpayment of taxes; and (3) the property will be sold unless the amount required to redeem the property is paid to the Tax Collector of said County before sale. The real property subject to this notice is assessed to:

KIMBERLEY GREGORY

* and is situated in the City of Willows, County of Glenn, State of California, described as follows:

002-093-002-0

(Assessor's Parcel Number)

Lots 4, 5, 6 and 7 in Block B of the Town of Willows, according to the map thereof filed in the office of the County Recorder of the County of Colusa, State of California.

Executed on October 12, 2012

State of California
County of Glenn

EDWARD J. LAMB
Glenn County Tax Collector

By *Kim Allee*
KIM ALLEE, PROPERTY TAX COORDINATOR

On October 12, 2012, before me, SHERYL THUR, Glenn County Clerk-Recorder, personally appeared KIM ALLEE, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her authorized capacity, and that by her signature on the instrument the person, or the entity on whose behalf the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal of the Glenn County Clerk

SEAL

SHERYL THUR, County Clerk-Recorder
Glenn County, California

Dana Duggan
Technician



CITY OF WILLOWS - DELINQUENT PROPERTY TAX RESEARCH

PARCEL & YEAR	TOTAL TAX	DELINQ PENALTY	COST	INTEREST	REDEMPTION FEE	AMOUNT DUE	PAID TO DATE	LAST PYMT DATE	TOTAL AMOUNT DUE
245 N. Plummas St. - APN #002-093-002									
Prior Year									
2006-07	2,714.76	271.46	10.00			2,996.22	(741.83)	5/2/2008	2,254.39
2008-09	2,869.62	286.96	10.00			3,166.58			3,166.58
2009-10	2,917.12	291.70	10.00			3,218.82			3,218.82
2010-11	2,911.36	291.12	10.00			3,212.48			3,212.48
2011-12	3,160.80	316.08	10.00			3,486.88			3,486.88
Interest thru 04/30/13	-	-	-	7,753.11		7,753.11			7,753.11
Redemption Fee	-	-	-		112.00	112.00			112.00
Subtotal Prior Year	14,573.66	1,457.32	50.00	7,753.11	112.00	23,946.09	(741.83)		23,204.26
Current Year									
2012-13	3,914.40	391.44	10.00			4,315.84			4,315.84
Total Amount Due	18,488.06	1,848.76	60.00	7,753.11	112.00	28,261.93	(741.83)		27,520.10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS
AND AUTHORIZING THE SPECIAL SERVICES AGREEMENT
WITH JONES & MAYER ATTORNEYS AT LAW AS SPECIAL COUNSEL
TO REPRESENT THE CITY OF WILLOWS WITH HEALTH & SAFETY CODE
RECEIVERSHIP LITIGATION IN CONJUNCTION WITH SPECIFIC
TAX-DEFAULTED PROPERTIES**

WHEREAS, the City recognizes the importance of providing regulation and enforcement of Health & Safety Code Standards to protect and preserve the Health, Safety & Welfare of the Community; and

WHEREAS, the CITY wishes to contract for specialized services with a private legal firm to address certain Health & Safety Receivership processes; and

WHEREAS, Jones & Mayer, Attorneys at Law are 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 Jones & Mayer, for the performance of said services; and

WHEREAS, the Jones & Mayer legal firm 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 Special Services Agreement between the City of Willows and Jones & Mayer and authorizes the City Manager to execute the Agreement on behalf of the City of Willows. .

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 23rd day of July, 2013, by the following vote:

AYES in favor of:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Mayor Jeff Cobb

Natalie Butler, City Clerk