

CITY COUNCIL

Larry Domenighini, Mayor
Gary L. Hansen, Vice Mayor
Lawrence Mello, Council Member
Jeff Williams, Council Member
Jim Yoder, 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 28, 2015

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 the City Council's July 28, 2015 Agenda.
5. **Presentations & Proclamations:**
 - a) Barbara LaDoucer, of the American Legion Auxiliary, will present the City Council with a Certificate of Appreciation.
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 a majority consensus of the Council directs staff to place the item 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 Checking, Payroll Checks & Payroll Direct Deposit.
 - b) Consider approval of the Minutes of the June 23, 2015, regular City Council Meeting.
 - c) Consider approving the appropriation of additional County Library Funding of \$4900 total to the Willows Branch (\$3773; Fund 338.4030.120), the Bayliss Branch (\$490; Fund 338.4030.121) and to the Elk Creek Branch (\$637; Fund 338.4030.122).
 - d) Consider passage of second reading by title only and final adoption of an Ordinance entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING TITLE II SECTION 2.10.100 OF CHAPTER 2.10; CITY MANAGER, OF THE WILLOWS MUNICIPAL CODE".
 - e) Consider passage of second reading by title only and final adoption of an Ordinance entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS ADDING SECTION 15.55.025

TO THE MUNICIPAL CODE RELATING TO EXPEDITED PERMITTING PROCEDURES FOR SMALL RESIDENTIAL ROOFTOP SOLAR SYSTEMS”.

8. **Public Hearings:** *(Persons wishing to speak during a Public Hearing are asked to approach the microphone to address the Council and limit comments to three minutes. Although not required, it is also requested that you please state your name for the record).*
 - a) **Weed Abatement Public Hearing:** – Conduct the public hearing and upon closure, consider adoption of a Resolution confirming costs of abatement and declaring them a special assessment as of August 6, 2015.
9. **Ordinances:** Action taken under items 7 (c) & (d).
10. **Items introduced by City Council or Administrative Staff for discussion purposes only:**
11. **New Business:** None
12. **Council Member Reports:**
13. **Executive Session:** *Pursuant to Government Code Section 54954.3 the public will have an opportunity to directly address the legislative body on the items below prior to the Council convening into Closed Session. Public Comments are generally restricted to three minutes.*
 - a) **PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT** pursuant to Section 54957(b)1
Title: City Manager
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 24, 2015.

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.

Period

7/9/2015 TO 7/22/2015

General Checking 29826 TO 29874

Payroll Direct Deposit Z06467 TO Z06508

Payroll Checks 34237 TO 34262

APPROVAL DATE 7/28/2015

Approved _____

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
029826	07/09/15	ABF01	CERTIFIED/FORTRESS SECURI	72.00	.00	72.00	1916514	ALARM MONITORING 7/1-9/30
029827	07/09/15	ABO00	STEVE ABOLD	200.00	.00	200.00	B50708	PUB. WKS. TOOL PARKS/PUB
029828	07/09/15	C&R00	C & R RADIO	481.82	.00	481.82	B50708	RADIO AND BATTERY
029829	07/09/15	CAL16	CA. POLICE CHIEFS' ASSOC.	315.00	.00	315.00	A483	CPCA MEMBERSHIP DUES 7/1
029830	07/09/15	CAL17	CALPERS	228436.00	.00	228436.00	4565785	ACCRUED LIABILITY 2015/16
				165710.00	.00	165710.00	4566279	ACCRUED LIABILITY 2015/16
			Check Total.....	394146.00	.00	394146.00		
029831	07/09/15	COM16	COMCAST CABLE	143.82	.00	143.82	B50708	INTERNET ADMINISTRATION 6
029832	07/09/15	COR02	CORBIN WILLITS SYSTEMS	407.87	.00	407.87	B506151	CONT.SERV. FINANCE JULY 2
029833	07/09/15	END00	END2END PUBLIC SAFETY	4505.00	.00	4505.00	B50708	SUPPORT AND MAINTENANCE 7
029834	07/09/15	GRA05	GRAFIX SHOPPE	479.00	.00	479.00	101502	REFLECTIVE VEHICLE GRAPHI
029835	07/09/15	HAR10	THE HARTFORD	1983.00	.00	1983.00	14451531	FIDELITY RENEWAL PREMIUM
029836	07/09/15	HOL05	STEVE HOLSINGER	300.00	.00	300.00	B50708	VEHICLE ALLOW. CITY MANAG
029837	07/09/15	LAM01	LAMBERT INSURANCE AGENCY	8823.00	.00	8823.00	79	BUSINESS AUTO 7/1/15-6/30
				28475.00	.00	28475.00	80	COMMERCIAL POLICY 7/1/15-
				12392.00	.00	12392.00	81	INLAND MARINE 7/1/15-7/1/
				-11.00	.00	-11.00	82C	INLAND MARINE POLICY CHAN
				8690.00	.00	8690.00	83	INSURANCE SOLAR PANELS 6/
				-356.00	.00	-356.00	84C	BUSINESS AUTO CREDIT
			Check Total.....	58013.00	.00	58013.00		
029838	07/09/15	LEA01	LEAGUE OF CA. CITIES	1950.00	.00	1950.00	56008	DISPLAY AD-CITY MANAGER
029839	07/09/15	LEM01	CAROL LEMENAGER	200.00	.00	200.00	B50708	VEHICLE ALLOW. RECREATION
029840	07/09/15	MAX01	MAXIMUM SECURITY SYSTEMS	60.00	.00	60.00	25458	QTR MONITORING 7/1-9/30/1
029841	07/09/15	NCC01	NCCSIF	57912.00	.00	57912.00	2016018	LIBILITY INSURANCE 7/1/15
				24881.25	.00	24881.25	2016054	WORKERS COMP. QTRLY 7/1/
			Check Total.....	82793.25	.00	82793.25		
029842	07/09/15	PAR09	CYNTHIA PARKS	258.59	.00	258.59	B50708	JUMP START EXPENSES
029843	07/09/15	PAR12	PARCELQUEST	1641.40	.00	1641.40	17678	PARCELQUEST ONLINE 7/1/15
029844	07/09/15	PER07	VAUGHN PERKINS	250.00	.00	250.00	B50708	RENT ELK CREEK LIB. JULY
029845	07/09/15	SAI02	TIMOTHY L. SAILSBERY	200.00	.00	200.00	B50708	VEHICLE ALLOW. FINANCE JU
029846	07/09/15	STO01	STONY CREEK UNIFIED SCHOO	100.00	.00	100.00	B50708	RENT ELK CREEK LIBRARY JU
029847	07/09/15	THR00	3CORE	5500.00	.00	5500.00	B50708	2015-2016 PARTNERSHIP INV
029848	07/09/15	TON00	TONY TAPIA CONSTRUCTION	7413.21	.00	7413.21	B50708	WEED ABATEMENT
			Cash Account Total.....	561412.96	.00	561412.96		
			Total Disbursements.....	561412.96	.00	561412.96		

REPORT: Jul 16 15 Thursday
 RUN: Jul 16 15 Time: 08:35
 Run By: JANE COLLINS

CITY OF WILLOWS
 Cash Disbursement Detail Report
 Check Listing for 07-15 Bank Account.: 1050

PAGE: 001
 ID #: PY-DP
 CTL: WIL

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information
							Invoice # Description
029849	07/15/15	GLE05	GLENN CO. FLEET SERVICES	3309.07	.00	3309.07	FL1568 JUNE VEHICLE RENTAL AND M
Cash Account Total.....:				3309.07	.00	3309.07	
Total Disbursements.....:				3309.07	.00	3309.07	
Cash Account Total.....:				.00	.00	.00	

REPORT.: Jul 16 15 Thursday
 RUN...: Jul 16 15 Time: 14:21
 Run By.: JANE COLLINS

CITY OF WILLOWS
 Cash Disbursement Detail Report
 Check Listing for 07-15 Bank Account.: 1050

PAGE: 001
 ID #: PY-DP
 CTL.: WIL

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
029850	07/16/15	ATT01	A.T. & T.	856.31	.00	856.31	B50716	TELEPHONE EXP. 5/19-6/18/
029851	07/16/15	COM16	COMCAST CABLE	48.79	.00	48.79	B50716	INTERNET PD 7/7-8/6/15
				55.15	.00	55.15	B1500716	INTERNET LIBRARY 7/7-8/6/
			Check Total.....:	103.94	.00	103.94		
029852	07/16/15	COR02	CORBIN WILLITS SYSTEMS	342.87	.00	342.87	B505151	CONT.SERV. FINANCE JUNE
029853	07/16/15	CUR01	L.N. CURTIS & SONS	18.97	.00	18.97	136137000	O-RING
029854	07/16/15	CVC00	CVCWA	800.00	.00	800.00	2016078D	MEMBERSHIP RENEWAL 7/1/15
029855	07/16/15	FP000	FRANCOTYP-POSTALIA, INC.	83.85	.00	83.85	2479456	POSTBASE METER 7/1-9/30/1
029856	07/16/15	GLE05	GLENN CO. FLEET SERVICES	3667.37	.00	3667.37	FL1564	PD #10 PICKUP
029857	07/16/15	GLE21	GLENN CO. SHERIFFS DEPT.	13750.00	.00	13750.00	71015-02	ANIMAL CONTROL SERVICES A
				1146.09	.00	1146.09	71015-03	JUNE PATROL PERSONNEL/MIL
			Check Total.....:	14896.09	.00	14896.09		
029858	07/16/15	GLE48	GLENN LOCAL AGENCY FORMAT	10000.00	.00	10000.00	2015-001	LAFCO EXPENSES
029859	07/16/15	HAI00	LYNDON HAINES	80.00	.00	80.00	B50716	TRAINING PER DIEM
029860	07/16/15	INT16	INTERSTATE BATTERY SYSTEM	520.14	.00	520.14	B50716	JUNE STMT PER ATTACHED
029861	07/16/15	JOB00	JOBS AVAILABLE INC.	842.40	.00	842.40	151046	DISPLAY AD-CITY MGR
029862	07/16/15	JON01	JONES & MAYER	397.50	.00	397.50	73149	208 N SACRAMENTO
				37.50	.00	37.50	73150	245 N PLUMAS ST
				37.50	.00	37.50	73151	329 N SACRAMENTO ST
			Check Total.....:	472.50	.00	472.50		
029863	07/16/15	MAT01	MATSON & ISOM TECHNOLOGY	3062.00	.00	3062.00	50961	MANAGED PARTNER AGREEMENT
029864	07/16/15	NOR03	NORTHNET LIBRARY SYSTEM	1650.00	.00	1650.00	1381	RETIRE BENEFITS FY 15/16
029865	07/16/15	NOR18	NORTHERN CALIF. GLOVES	130.20	.00	130.20	182431	GLOVES
029866	07/16/15	PAR09	CYNTHIA PARKS	24.02	.00	24.02	B50716	JUMP START EXPENSE
029867	07/16/15	PGE01	PG & E	26.60	.00	26.60	B50716	ELECTRIC CHGS 6/6-7/6/15
029868	07/16/15	POL01	POLY RISER & PIPE	60.47	.00	60.47	10541	STORM DRAIN PIPE
029869	07/16/15	RED01	REDDING DISTRIBUTION CO	131.00	.00	131.00	490225	HOT SUMMER NIGHTS BEER TR
029870	07/16/15	SHE01	SHELBY'S PEST CONTROL	33.00	.00	33.00	1933-7B	BUILDING MAINT FIRE DEPAR
029871	07/16/15	SPP00	SPP FUND MASTER TENANT, L	10900.10	.00	10900.10	957006	ELECTRICITY 6/1-6/30/15
029872	07/16/15	TAB02	TAB PRODUCTS CO. LLC	326.14	.00	326.14	2291289	PD OFFICE SUPPLIES
029873	07/16/15	UNI02	UNIFORMS, TUXEDOS & MORE	181.51	.00	181.51	138633	PD UNIFORMS
029874	07/16/15	VER02	VERIZON WIRELESS	585.69	.00	585.69	B50716	TELEPHONE EXP.5/27-6/26/1
			Cash Account Total.....:	49795.17	.00	49795.17		
			Total Disbursements.....:	49795.17	.00	49795.17		

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
June 23, 2015

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

3. **ROLL CALL:**

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

4. **Agenda Review:**

- a) M/S – Hansen/Williams to approve the June 23, 2015, City Council Agenda as presented. The motion unanimously passed.

5. **Presentations & Proclamations:** None

6. **Public Comment/Written Communications:** None

7. **Consent Agenda:**

M/S – Hansen/Williams to approve the Consent Agenda as presented. The motion unanimously passed and the following items were approved:

- a) Approval of City Council Minutes of the May 26, 2015 regular meeting.
- b) Approval of City Council Minutes of the June 9, 2015 regular meeting.

8. **Public Hearings:**

- a) Conduct a public protest hearing and consider adoption of a resolution approving the Engineer's Report as filed, confirming the assessment diagram and amounts as set forth therein and authorizing the levy and collection of assessments for the Fiscal Year 2015-2016:

City Manager Steve Holsinger explained to the Council that the City Engineer was unable to attend tonight's meeting to present the report for this item and he suggested that the Council reschedule the public hearing to be heard at the July 14, 2015 meeting when the Engineer can be present. The unanimous consensus of the council was to reschedule this public hearing to be conducted during the July 14, 2015 City Council Meeting.

- b) Conduct a public hearing and consider adoption of a resolution to adjust the Planning & Document Fees:

In 2006 the City underwent a review of planning-related fees, resulting in the adoption of Resolution 06-07 on March 27, 2007, setting an updated fee schedule for a number of planning-related services. As part of that Resolution, Council directed the Finance Director to establish adjustment to the fees annually based on the Consumer Price Index (CPI). In April 2008, the Council unanimously approved the first adjustment to the original rate schedule. However, in 2010 a subsequent adjustment recommendation failed to secure a second on the motion to approve and the rate schedule has remained unchanged since 2008. Consequently the revenue generation resulting from development projects has failed to keep base with the current market trends; therefore staff is recommending the appropriate adjustment to this fee schedule to become effective July 1, 2015.

The change in the CPI, Western Region all urban consumers, between February 2008 and the current fiscal year is 10.8% for the period. This change in the index is the basis for the proposed fee schedule. Fees for document requests have been included in this process as well. Staff is recommending an adjustment increase equal to 10% on all charges detailed within the existing applicable fee schedule.

Mayor Domenighini opened the public hearing at 7:10 p.m., and hearing no comments, subsequently closed the public hearing at 7:10 p.m.

M/S – Hansen/Williams to adopt a Resolution to adjust/increase Planning and Document Fees by 10%. The motion unanimously passed.

- c) Conduct a public hearing and consider adoption of a resolution to adjust Development Impact Fees:

Similar to the previous item that was just acted on by the Council, in 2008 the City also underwent a review of a “Development Impact Mitigation Fee Feasibility/Nexus Study” which was ultimately adopted in December 2008. Subsequently actions in conjunction with this study included the creation of a new map of the City of Willows; specifically identifying the areas of development impact associated with the collections of Development Impact Fees (DIF). In July 2009, the City Council unanimously approved Resolution #24-2009 establishing a revised DIF schedule of applicable charges. This resolution suggested that at least annually the City would review the DIF Schedule and adjust, as necessary, the reasonable fees justifying the recovery of development impacts on public facilities improvement expenses. However, due to economic condition forecasts in 2010 and staff recommendation not to adjust certain fee schedules during the period, adjustments to the DIF schedule have never occurred since its original adoption in 2009. Therefore staff is recommending an appropriate adjustment based upon the CPI increase between June 2009 and June 2014 and the change was 9.9% for this period. Staff is recommending an adjustment increase equal to 10% on all charges detailed within the existing applicable fee schedule.

Mayor Domenighini opened the public hearing at 7:15 p.m. and hearing no comments, subsequently closed the public hearing at 7:15 p.m.

M/S - Hansen/Williams to adopt a resolution to adjust Development Impact Fees. The motion unanimously passed.

9. **Ordinances:** None

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

The City Manager announced that there would be a Special Budget meeting held on June 30 at 9:00 a.m. He also announced that a new Police Officer, Shawn Williams, had recently been hired in the Police Department. He has already been given the Oath of Office and is currently in Field Training. Lastly, the City Manager reminded the Council about the Police Department K-9 fundraiser music concert taking place this Saturday, June 27, at the Glenn County fairgrounds in Orland. The event will be held from 2:00 p.m. to 10:30 p.m.

Council Member Williams stated that Bob Chittenden asked him to thank Vice Mayor Hansen for spearheading efforts to seek out a Museum Grant. He also stated that at the last meeting he let it slip by that in the past he had made it known that he would like to see the City's budget meetings be held in the evening so that the public could attend. He stated that it slipped past him when the Council was discussing dates and times to hold the upcoming budget meeting.

The City Manager, for clarification purposes, stated that at the last meeting there was an agenda item to have a discussion on setting the time and date for the budget workshop. It was a discussion that involved all the Council Members and it was the consensus of the Council to hold the meeting on June 30 at 9:00 a.m. He stated to Council Member Williams that he can respect that he would have liked to have had the meeting held during the evening, but it is the whole of the Council as a body that set the date and time for the meeting.

11. **New Business:**

a) Consider authorizing 3CORE Inc. to submit a Museum Grant Funding Application in conjunction with the California Cultural & Historic Endowment:

Recently the City Manager learned of a grant opportunity for Museum Preservation and Improvement programs. Information was shared with Vice Mayor Hansen who has just recently been appointed to the Willows Museum Board of Trustees. Vice Mayor Hansen introduced this grant opportunity to the Museum Board, in turn, the board then requested assistance from the City of Willows to pursue this funding opportunity as the owner of this public facility. With limited staffing resources and grant expertise in this area, Management thought it prudent to seek assistance with the grant preparation and administration through

the City's contract with 3CORE for services in the fiscal year. Staff is requesting Council approve allowing 3CORE to assist Museum representatives with the grant development and submittal.

M/S – Williams/Hansen to authorize 3CORE Inc. to submit a Museum Grant Funding Application in conjunction with the California Cultural & Historic Endowment.

12. Council Member Reports:

- Council Member Hansen reported that he attended the last Transit & Transportation Meetings. He also announced that he attended the Swearing-In ceremony for the City's newest Police Officer, Shawn Williams, and that Officer Williams brings with him experience in the Marine Corp and also has a prior Law Enforcement background as a Patrol Officer.
- Mayor Domenighini reported that he attended the most recent Library Board Meeting. He also announced that the wild animal program "Wild Things" will be performing at the Willows Library on July 8 at 1:00 p.m.. Lastly, he indicated that Library Director Jody Meza would likely be taking maternity leave in the near future.

13. Executive Session: None

14. Adjournment: Mayor Domenighini adjourned the meeting at 7:37 p.m.

Dated: June 23, 2015

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: Appropriation of Additional County Library Funding

RECOMMENDATION

By Motion, Approve the appropriation of Additional County Library Funding (\$4,900)- \$3,773 to Willows Branch (338.4030.120), \$490 to Bayliss (338.4030.121) and \$637 to Elk Creek (338.4030.122)

SITUATION (or BACKGROUND):

As part of their 2014-15 Budget Approval, the Glenn County Board of Supervisors approved an additional \$10,000 of funding for Library activity above and beyond the normal allocation. This additional allocation was further divided into portions to Willows, Orland, and Hamilton City Libraries. In addition, it was requested that Willows further allocate its portion (\$4,900 of the \$10,000) between the Willows, Bayliss, and Elk Creek branches. The appropriation, as recommended above, breaks the \$4,900 along the allocation line that the City uses for the normal allocation that the City utilizes for the breakdown of the County allocation.

Although approved as 2014-15, the City did not receive the funds until July, 2015. As such, the funds are treated, for City purposes, as 15-16 activity. The "additional" funds have not been previously appropriated by the City.

FINANCIAL CONSIDERATIONS:

Pass through appropriation of \$4,900 received from the County of Glenn for Library operations.

NOTIFICATION

None

ALTERNATE ACTIONS

1. Approve by motion
2. Request additional information from staff
3. Reject staff recommendation and/or direct item to be returned at later date
4. Return funds to the County of Glenn.

RECOMMENDATION

By Motion, Approve the appropriation of Additional County Library Funding (\$4,900)- \$3,773 to Willows Branch (338.4030.120), \$490 to Bayliss (338.4030.121) and \$637 to Elk Creek (338.4030.122)

Respectfully submitted,



Tim Sailsbery
Finance Director

ORDINANCE NO. 717-2015

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS
AMENDING TITLE II SECTION 2.10.100 OF CHAPTER 2.10; CITY
MANAGER, OF THE WILLOWS MUNICIPAL CODE**

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOWS:

SECTION 1. Chapter 2.10 of the Willows Municipal Code is hereby amended to read as follows: **Section: 2.10.100**

2.10.100 - Appointment, removal, etc., of employees.

It shall be the duty of the city manager to, and he shall, appoint, remove, promote, and demote any and all officers and employees of the city, except the city attorney and city treasurer. All such duties shall be performed in accordance with the personnel system of the city from time to time existing. All promotions, appointments and demotions shall be subject to the approval of the city council, and such action shall be temporary until such action is approved by order or resolution of the city council. The city manager shall inform the city council of such appointments, promotions or demotions at the next regular or special meeting of the city council following the action by the city manager.

SECTION 2: It is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in accordance with all legal requirements, and the Codified Ordinances of the City Council.

SECTION 3: The City of Willows City Council may make rules or regulations and from time to time may amend, revoke, or add rules and regulations, not consistent with this Section, as they may deem necessary or expedient in respect to establishing the time, place and frequency of its regular meetings.

SECTION 4. Severability. Should any provision of this ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this ordinance or the application of this ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

SECTION 5. Effective Date. This ordinance shall take effect and be in force thirty (30) days after its adoption as provided by Government Code Section 36937.

SECTION 6. Certification. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in accordance with State Law.

I HEREBY CERTIFY that the foregoing ordinance was introduced at a regular meeting of the City Council of the City of Willows on the 14th day of July 2015 and passed and adopted at a regular meeting thereof, held on _____ day of _____ 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTESTED:

Larry Domenighini, Mayor

Natalie Butler, City Clerk

ORDINANCE NO. 718-2015

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS
ADDING SECTION 15.55.025 TO THE MUNICIPAL CODE RELATING TO
EXPEDITED PERMITTING PROCEDURES FOR SMALL RESIDENTIAL
ROOFTOP SOLAR SYSTEMS.**

WHEREAS, Subsection (a) of Section 65850.5 of the California Government Code provides that it is the policy of the State to promote and encourage the installation and use of solar energy systems by limiting obstacles to their use and by minimizing the permitting costs of such systems; and

WHEREAS, Subdivision (g)(1) of Section 65850.5 of the California Government Code provides that, on or before September 30, 2015, every city, county, or city and county shall adopt an ordinance, consistent with the goals and intent of subdivision (a) of Section 65850.5, that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLOWS DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 15.55.025 Added.

Section 15.55.025 is added to the Willows Municipal Code to read in full as follows:

Small Residential Rooftop Solar Energy System Review Process.

A The following words and phrases as used in this section are defined as follows: "submittal" means the following:

1. Delivery of a completed "Building Permit Application" form; accompanied by not-less-than three (3) detailed specification sheets (i.e. Plans)

B "Electronic submittal" means utilization of one or more of the following:

1. e-mail
2. the internet

"Small residential rooftop solar energy system" means all of the following:

1. A solar energy system that is no larger than 10 kilowatts alternating current nameplate rating or 30 kilowatts thermal.

2. A solar energy system that conforms to all applicable state fire, structural, electrical, and other building codes as adopted or amended by the City and paragraph

(iii) of subdivision (c) of Section 714 of the Civil Code, as such section or subdivision may be amended, renumbered, or redesignated from time to time.

3. A solar energy system that is installed on a single or duplex family dwelling.

4. A solar panel or module array that does not exceed the maximum legal building height as defined by the authority having jurisdiction.

"Solar energy system" has the same meaning set forth in paragraphs (1) and (2) of subdivision (a) of Section 801.5 of the Civil Code, as such section or subdivision may be amended, renumbered, or redesignated from time to time.

B.Section 65850. 5 of the California Government Code provides that, on or before September 30, 2015, every city, county, or city and county shall adopt an ordinance that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.

C.Section 65850.5 of the California Government Code provides that in developing an expedited permitting process, the city, county, or city and county shall adopt a checklist of all requirements with which small rooftop solar energy systems shall comply to be eligible for expedited review. The building official is hereby authorized and directed to develop and adopt such checklist.

D.The checklist and required permitting documentation shall be published on

the city's internet website. The applicant may submit the permit application and associated documentation to the City's building division by personal delivery or mailed submittal; together with any required permit processing and inspection fees. Electronic signature of the applicant on all forms, applications and other documentation may be used in lieu of a wet signature. (OR if the City will not accept electronic signature, the reasons for the inability to accept electronic signatures must be described)

E. Prior to submitting an application, the applicant shall:

1. Verify to the jurisdiction's reasonable satisfaction through the use of standard engineering evaluation techniques that the support structure for the small residential rooftop solar energy system is stable and adequate to transfer all wind, seismic, and dead and live loads associated with the system to the building foundation; and
2. At the applicant's cost, verify to the jurisdiction's reasonable satisfaction using standard electrical inspection techniques that the existing electrical system including existing line, load, ground and bonding wiring as well as main panel and subpanel sizes are adequately sized, based on the existing electrical system's current use, to carry all new photovoltaic electrical loads.

F. For a small residential rooftop solar energy system eligible for expedited review, only one inspection shall be required, which shall be done in a timely manner and may include a consolidated inspection by the building official and fire chief. (Note: A separate fire inspection may be performed if your City does not have an agreement in place with your local fire authority to conduct a fire safety inspection on behalf of the fire authority). If a small residential rooftop solar energy system fails inspection, a subsequent inspection is authorized; however the subsequent inspection need not conform to the requirements of this subsection.

G. An application that satisfies the information requirements in the checklist, as determined by the building official, shall be deemed complete. Upon receipt of an incomplete application, the building official shall issue a written correction notice detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.

H. Upon confirmation by the building official of the application and supporting documentation being complete and meeting the requirements of the checklist, the building official shall administratively approve the application and issue all

applicant to connect the small residential rooftop energy system to the local utility provider's electricity grid. The applicant is responsible for obtaining such approval or permission from the local utility provider.

SECTION 2. Severability. If any section, subsection, phrase, or clause of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

The City Council hereby declares that it would have passed this ordinance and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrases, or clauses be declared unconstitutional.

SECTION 3. Effective Date. This ordinance shall take effect thirty (30) days after passage thereof.

SECTION 5. Publication. This ordinance shall be published in accordance with the provisions of Government Code Section 36933.

I HEREBY CERTIFY that the foregoing ordinance was introduced at a regular meeting of the City Council of the City of Willows on the 14th day of July, 2015, and passed and adopted at a regular meeting thereof held on _____ day of _____ 2015, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

APPROVED:

ATTESTED:

Larry Domenighini, Mayor

Natalie Butler, City Clerk

AGENDA ITEM

July 28, 2014

TO: Steve Holsinger, City Manager
FROM: Wayne Peabody, Fire Chief
SUBJECT: 2015 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 6, 2015.

SITUATION (or BACKGROUND):

On April 28, 2015 the City Council adopted a resolution declaring rubbish, refuse, and weeds to be a public nuisance and that the City Fire Department had made a survey of the areas in town that had nuisance and notified the property owners that they must remove this nuisance or the City would perform the task and bill the property owner accordingly.

In accordance with the California Administrative Code a hearing is required prior to the adoption of the resolution confirming cost of weed abatement and declaring those cost a lien against those properties on which work was performed. The purpose of this hearing is to discuss the cost of abatement only. The hearing on protesting and ordering abatement was held on May 26th, 2015.

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 18, 2015.

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 6th, 2015.

Respectfully Submitted



Wayne Peabody
Fire Chief

Approved By



Steve Holsinger
City Manager

ATTACHMENT:

- A: Attachment A: 2015 Weed Abatement Resolution Confirming cost of abatement and declaring them a special assessment.
- B: Attachment B: 2015 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 28th, 2015, were declared a nuisance and ordered abated as of the Council meeting of May 26th, 2015; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows held the required public protest hearing on May 26th, 2015, and does hereby confirm the costs of abatement and declare them a lien against the property effective August 6th, 2015.

PASSED AND ADOPTED by the City Council of the City of Willows this 28th day of July, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Larry Domenighini, Mayor

ATTEST:

Natalie Butler, City Clerk

DATE: July 6, 2015
TO: The City of Willows, City Manager Steve Holsinger and Willows City Council
FROM: David Connelly, 801 Tamarack Way
RE: Abatement Notice and subsequent abatement

I received an abatement notice to remove the brush, etc. from a tree I felled on our *side yard*. The notice specifically noted that the debris was to be removed from the *front yard*. My grandsons and I set about removing the debris from the side yard. At that time, a section of fence had been removed from the back yard in order to more efficiently remove the debris.

Sometime after the removal of the side yard debris, someone actually stole the section of fence from our yard before I could get it re-attached. Unfortunately, none of our neighbors were around to witness this theft.

We then returned home to find that the City's abatement team had gone into our *back yard* (easily discernable as the majority of the fence was still standing) and removed the remainder of the debris from the tree, in addition to the trunk section from the *side yard* I was keeping for firewood.

Now I've received an invoice in the amount of \$763.48 for work in an area that wasn't even indicated on the notice!

Therefore, I implore the City representatives to waive these fees.

