

CITY COUNCIL

Jeffrey T. Cobb, Mayor
Terry Taylor-Yodden, 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, June 25, 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 June 25, 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 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) Consider 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) Consider approval of the renewal of the 2013-2014 contract for services between the City of Willows and 3CORE, Inc.
8. Public Hearings: None
(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).

9. Ordinances: None

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

a) Library Director Jody Meza will present the Willows Public Library 2011/2012 Annual 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.
- b) Consider appointments of three Library Board Trustees to fill the 3 seats due to expire on June 30, 2013.
- c) Council will hold a discussion about the possible replacement of the Sycamore Street banner poles or other alternative options and direct staff accordingly.

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) PUBLIC EMPLOYEE APPOINTMENT Pursuant to Government Code Section 54957 (b) (1)
Title: Police Chief

b) CONFERENCE WITH LABOR NEGOTIATOR(S) Pursuant to Government Code Section 54957.6
Agency Negotiators: City Manager Steve Holsinger
Finance Director Tim Sailsbery
Employee Organization(s): Willows Employees Association

14. Report-Out of Executive Session:

15. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before June 21, 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

June 13, 2013

AGENDA ITEM

TO: Steve Holsinger, City Manager
FROM: Jason Dahl, Acting Chief of Police
SUBJECT: Resolution to Continue Abandoned Vehicle Abatement

RECOMMENDATION

Approve, by resolution, to extend the sunset date of the Glenn County Abandoned Vehicle Abatement (AVA) Fee Program with the California Department of Motor Vehicles.

SITUATION (or BACKGROUND)

In March of 2003, the City of Willows, City of Orland, and County of Glenn created the Abandoned Vehicle Abatement (AVA) Program to assist in recovering costs associated in the removal of abandoned vehicles throughout Glenn County. The creation of this program allowed the California Department of Motor Vehicles to assess a fee of \$1.00 on vehicles registered in Glenn County.

On May 16th of 2013, all three agencies were notified that the AVA Program will sunset, by statute, on March 31st, 2014. In order to maintain the AVA Program, all three agencies are required to submit a new Resolution that formally requests the extension of the program.

FINANCIAL CONSIDERATIONS

Acceptance of the Resolution allows the Willows Police Department the ability to recoup monies expended in the removal of Abandoned Vehicles.

Denial of the Resolution will mean that the City of Willows will have to expend additional money in order to remove Abandoned Vehicles.

NOTIFICATION

Glenn County Sheriff's Office
Orland Police Department

ALTERNATE ACTIONS

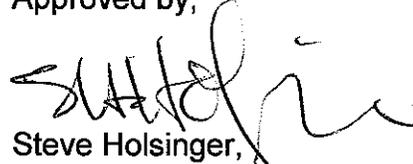
1. Approve, by Resolution, to authorize the City of Willows to extend the sunset date of the Abandoned Vehicle Abatement Fee Program.
2. Request additional information from staff
3. Reject staff recommendation and allow the Abandoned Vehicle Abatement Fee Program to sunset.

Respectfully submitted,



Jason Dahl,
Acting Chief of Police

Approved by,



Steve Holsinger,
City Manager

Attachments:

EXHIBIT A: Letter from the California Department of Motor Vehicles.

DEPARTMENT OF MOTOR VEHICLES

REGISTRATION OPERATIONS DIVISION

P.O. BOX 825393

SACRAMENTO, CA 94232-5393

**EXHIBIT A**

May 16, 2013

Chief Rick J. Shipley
Willows Police Department
201 North Lassen Street
Willows, CA 95988

Re: Abandoned Vehicle Abatement (AVA) Fee Program
Sunset Date Notification

Dear Chief Shipley:

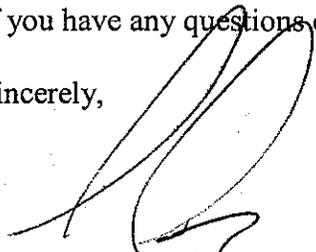
The Glenn County AVA Fee Program sunsets, by statute, on March 31, 2014. California Vehicle Code Section 9250.7(h) allows each California County to extend their sunset date for the program in 10-year increments. Each county; however, is required to submit a new resolution to the Department of Motor Vehicles (DMV) formally requesting the extension.

If you intend to maintain the AVA Fee in your jurisdiction, it is critical that DMV receive your formal request, and a copy of your new resolution, **no later than August 1, 2013**. Otherwise, we will initiate programming to discontinue collection of the AVA fee for Glenn County, effective April 1, 2014. Please note that your county may still receive funds for fees due through March 31, 2014, for customers that pay late or for multiple years. Please send the requested documents to:

Department of Motor Vehicles
Registration Operations Division
2415 1st Avenue, M/S D148
Sacramento, CA. 95818-2606
Attn: Al Tolentino

If you have any questions or concerns, please contact Al Tolentino, of my staff at (916) 657-2690.

Sincerely,



ANDREW CONWAY, Branch Chief
Registration Operations Division

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS,
CALIFORNIA, CONTINUING THE SERVICE AUTHORITY FOR ABANDONED
VEHICLE ABATEMENT**

WHEREAS, Section 9250.7 and 22710 of the California Vehicle Code provided for the establishment of the Glenn County AVA Fee Program in March of 2003 by resolution in conjunction with the City of Orland and the County of Glenn; and

WHEREAS, the Glenn County AVA Fee Program sunsets, by statute on March 31, 2014 and the California Vehicle Code Section 9250.7(h) allows each California County to extend their sunset date for the program for a 10 year period by a resolution of all the Program members; and

WHEREAS, the City Council of the City of Willows finds that abandoned, inoperable, wrecked, dismantled vehicles or parts thereof continue to pose a health and safety hazard and are found to be public nuisances; and

WHEREAS, the City Council finds that the Abandoned Vehicle Abatement Program is still needed to provide for the proper removal and disposal of abandoned vehicles and assist law enforcement and code enforcement personnel in abatement of abandoned vehicles; an

WHEREAS, the Glenn County Abandoned Vehicle Abatement Service Authority will continue to have responsibility for implementing an abandoned vehicle removal program in Glenn County.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows hereby requests that the Service Authority for abandoned vehicle abatement is extended in Glenn County pursuant to Section 9250.7(h) of the California Vehicle Code.

BE IT FURTHER RESOLVED, that the City Council directs that members of each participating agency shall continue to serve as the Service Authority for abandoned vehicle abatement in the County of Glenn.

BE IT FURTHER RESOLVED, that the City Council approves to extend the Vehicle Abatement Service Authority of the County of Glenn and the imposition of a one dollar (\$1.00) vehicle registration fee. The fee imposed by the Authority shall remain in effect for 10 years from the expiration date of March 31, 2014 for the previous program.

PASSED AND ADOPTED by the City Council of the City of Willows this ***
day of June, 2013 by the following vote:

AYES:

NOES:

ABSENT:

Jeffrey T. Cobb, Mayor

ATTEST:

Natalie Butler, City Clerk

AGENDA ITEM

TO: Steve Holsinger, City Manager

FROM: Tim Sailsbery, Finance Director

SUBJECT: Lease of Copy Machines for Administrative Office and Police Department

RECOMMENDATION

Approve, by motion, the lease of 1 Copy Machine for the Administrative Office and 1 Copy Machine for the 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

SITUATION (or BACKGROUND):

The 60 month lease term on the copy machines in the Administrative Office and the Police Department is set to expire at the end of June. As a result Staff reviewed options available regarding retention/replacement of existing machines. Based upon options available, Staff is recommending entering into a new lease to replace the existing machines.

The Finance Director further recommends that the City continue its relationship with Ray Morgan Company for the provision, operation, and maintenance of the copy machines via lease agreement. Reasons for continuance include:

- The copy machines also serve as the primary printers and fax machines for the respective departments, and the copy machines are networked to various workstations within City Hall. Ray Morgan serves at the contract IT provider for the City, so the continuity in having the hardware (copy machines and workstations) under the same relationship is beneficial in maintaining overall document processing and management.
- The City is able to "piggyback" on the California State University and/or University of California master enabling contracts for the purchase/lease of said copy machines. Similar to using CMAS (California Multiple Award Schedule), the bid/RFP process has been completed on a large scale, and the City is able to utilize the existing agreement.

- The lease terms for the new copy machines are favorable to that of the existing machines. The base lease cost for the two machines is \$589.68 per month (the expiring lease is \$ 796.90 per month). The City will receive the same capacity with updated technology.

FINANCIAL CONSIDERATIONS:

The operational cost of leasing the copy machines is already included in the approved 2013-14 Approved City Budget.

NOTIFICATION

N/A

ALTERNATE ACTIONS

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

RECOMMENDATION

Approve, by motion, the lease of 1 Copy Machine for the Administrative Office and 1 Copy Machine for the 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.

Respectfully submitted,


Tim Sallsbery
Finance Director

Approved,


Stephen Holsinger
City Manager

Attachment:

EXHIBIT A: Draft Lease Agreement Documents



Ray Morgan Company

EXHIBIT A

Value Rental
Lease Agreement

AGREEMENT NUMBER

This document is written in "Plain English". The words **you** and **your** refer to the customer. The words **Owner, we, us** and **our** refer to Ray Morgan Company. Every attempt has been made to eliminate confusing language and create a simple, easy-to-read document.

CUSTOMER INFORMATION

FULL LEGAL NAME OF CUSTOMER Willows City OF			STREET ADDRESS 201 North Lassen St.	
CITY Willows	STATE CA	ZIP 95988	PHONE 530-934-7041	FAX
BILLING NAME (IF DIFFERENT FROM ABOVE)			BILLING STREET ADDRESS	
CITY	STATE	ZIP	FEDERAL TAX I.D. #	E-MAIL
EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE) Utilizing CSU Contract # 70818				

MAKE / MODEL / ITEM DESCRIPTION	SERIAL NO.	STARTING METER
iRC5250 Advance		
iRC5235 Advance		

RENTAL TERMS	RENTAL PAYMENT AMOUNT	SECURITY DEPOSIT
Term in months <u>60</u> (mos.)	Payments of \$ <u>589.68</u> (plus applicable taxes) Rental Payment Period is Monthly Unless Otherwise Indicated	\$ <u>0</u> Received (plus applicable taxes)
Payment includes <u>See Schedule A</u> Color images per month	Overages billed monthly at <u>See Schedule A</u> per Color image	Scans billed separately at:
Payment includes <u>See Schedule A</u> B&W images per month	Overages billed monthly at <u>See Schedule A</u> per B&W image	<u>0</u> per scan
Please select one of the following: Meter readings will be: <input checked="" type="radio"/> Monthly <input type="radio"/> Quarterly <input type="radio"/> Other _____ (If nothing is selected, then Quarterly will be your Meter Reading option.)		

THIS IS A NONCANCELABLE / IRREVOCABLE AGREEMENT. THIS AGREEMENT CANNOT BE CANCELED OR TERMINATED.
TERMS AND CONDITIONS THIS AGREEMENT CONTAINS PROVISIONS SET FORTH ON THE REVERSE SIDE, ALL OF WHICH ARE MADE A PART OF THIS AGREEMENT

OWNER ACCEPTANCE

DATED: _____ OWNER: _____ SIGNATURE _____ TITLE _____

CUSTOMER ACCEPTANCE

By signing below, you certify that you have reviewed and do agree to all conditions and terms of this Agreement on this page and on page 2 attached hereto.

DATED: _____ CUSTOMER: _____ SIGNATURE **X** _____ TITLE _____
PRINT NAME _____

DATED: _____ CUSTOMER: _____ SIGNATURE **X** _____ TITLE _____
PRINT NAME _____

GUARANTY

As additional inducement for us to enter into the Agreement, the undersigned ("you") unconditionally, jointly and severally, personally guarantees that the customer will make all payments and meet all obligations required under this Agreement and any supplements fully and promptly. You agree that we may make other arrangements including compromise or settlement with the customer and you waive all defenses and notice of those changes and will remain responsible for the payment and obligations of this Agreement. We do not have to notify you if the customer is in default. If the customer defaults, you will immediately pay in accordance with the default provision of the Agreement all sums due under the terms of the Agreement and will perform all the obligations of the Agreement. If it is necessary for us to proceed legally to enforce this guaranty, you expressly consent to the jurisdiction of the court set out in paragraph 15 and agree to pay all costs, including attorneys fees incurred in enforcement of this guaranty. It is not necessary for us to proceed first against the customer before enforcing this guaranty. By signing this guaranty, you authorize us to obtain credit bureau reports for credit and collection purposes.

PRINT NAME OF GUARANTOR: _____ SIGNATURE **X** _____ DATE _____

ACCEPTANCE OF DELIVERY

You certify that all the equipment listed above has been furnished, that delivery and installation has been fully completed and satisfactory. Further, all conditions and terms of this Agreement have been reviewed and acknowledged. Upon your signing below, your promises herein will be irrevocable and unconditional in all respects. You understand and agree that we have purchased the equipment from the supplier, and you may contact the above supplier for your warranty rights, which we transfer to you for the term of the Agreement. Your approval as indicated below of our purchase of the equipment from the supplier is a condition precedent to the effectiveness of this Agreement.

DATED: _____ CUSTOMER: _____ SIGNATURE **X** _____ TITLE _____

AGENDA ITEM

June 25, 2013

TO: Honorable Mayor Cobb and Members of City Council
FROM: Steve Holsinger, City Manager
SUBJECT: Consideration of possible renewal of the Fiscal Year 2014 Contract for Services between the City of Willows and 3CORE, Inc.

RECOMMENDATION

Staff is recommending City Council approval for the renewal of the 2013-2014 Contract for Services between the City of Willows and 3CORE, Inc.

SUMMARY

Each fiscal year it is necessary to renew our membership commitment with 3CORE (Formerly Tri-County Economic Development) and establish a list of priority projects. Typically city management staff will review the CEDS (Comprehensive Economic Development Strategies) priority list, makes any necessary updates, revisions or modifications based upon council directives and feedback throughout the preceding year. This step has already been completed and staff is working collaboratively with the Cities/County ED Steering Group on a more regionalized CEDS focus for the immediate future.

Therefore staff is now seeking council consensus to renew the annual contract commitment for next fiscal year. The annual cash-match contribution for next year will be \$5,000; which is equal to the cash match required during last fiscal year. Historically our return-on-investment has been approximately 10-to-1 or ten dollars returned for each dollar invested. Therefore, staff believes it is prudent at this time to continue our membership in 3CORE and recommends council approval for renewal.

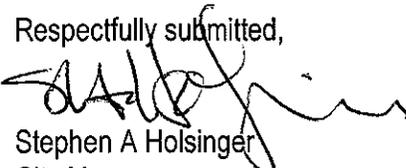
FINANCIAL CONSIDERATIONS

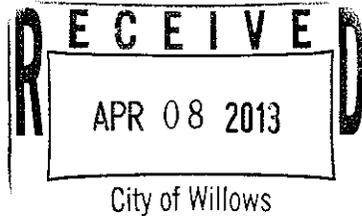
Contract renewal will require a \$5,000 cash match for member services with 3CORE, Inc during FY 2013/14. These funds have already been approved as part of the FY 13/14 Financial Work Plan.

RECOMMENDATION

Staff is recommending City Council approval for the renewal of the 2013-2014 Contract for Services between the City of Willows and 3CORE, Inc.

Respectfully submitted,


Stephen A Holsinger
City Manager



April 4, 2013

Steve Holsinger
City of Willows
201 North Lassen
Willows, CA 95988

RE: 3CORE Economic Development District – Membership Cash Match 2013-14

Dear Steve:

As required by the Economic Development Administration, the 3CORE Board of Directors and staff have established the final figures for the fiscal year 2013-2014 District member cash match contributions.

Last year you paid \$5,000. **This year, the adjusted cash match for Fiscal Year 2013-2014 for the City of Willows is \$5,000.**

Enclosed is a copy of the 2013-2014 cash match invoice and agreement for your review and signature. The agreement outlines the variety of services available to members of the 3CORE Economic Development District as well as those available on a fee-for-service basis. *Please return one signed copy of the cash match agreement along with the cash match payment to 3CORE.*

If you have any questions, please contact me at (530) 893-8732, ext. 204. Thank you for your continued support!

Sincerely,


Marc Nemanic
Executive Director

AGENDA ITEM

June 25, 2013

TO: Steve Holsinger, City Manager
FROM: Skyler Lipski, Public Works Director
SUBJECT: Street Sweeper Purchase

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution authorizing the purchase of a new street sweeper and enter into an Interlocal Contract for Cooperative Purchasing with HGACBuy.

SUMMARY

The City of Willows Public Works Department regularly sweeps the streets in order to keep clean, safe streets that are free of debris and obstructions. The typical 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 (PM) 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 the 13 county regions. The HGACBuy program is over 30 years old and 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 HGACBuy have been awarded by virtue of a public competitive process that complies with California State requirements; and participation in the HGACBuy Program does not obligate the City to make any purchases and does not cost the City anything to participate.

FINANCIAL CONSIDERATIONS

\$200,456.63 of Gas Tax funds have been allocated by the Finance Department to accommodate the purchase of a street sweeper in Fiscal Year 2013/14.

NOTIFICATION - none

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution authorizing the purchase of a new street sweeper and enter into an Interlocal Contract for Cooperative Purchasing with HGACBuy.

Respectfully submitted,

Skyler Lipski
Public Works Director

Attachments: Resolution
 Exhibit A – Interlocal Contract for Cooperative Purchasing

RESOLUTION No. _____

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WILLOWS, STATE OF CALIFORNIA,
AUTHORIZING THE EXECUTION OF A COOPERATIVE PURCHASING AGREEMENT
WITH HGACBUY AND PURCHASE OF A STREET SWEEPER

WHEREAS, The City of Willows recognizes the importance of clean, safe streets that are free of debris and obstructions,

WHEREAS, in furtherance of this mission, a street sweeper will be purchased to help fulfill this goal,

WHEREAS, the City also has an ongoing need to purchase goods and equipment; and

WHEREAS, the Houston-Galveston Area Council (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 the 13 county regions. The HGACBuy program is over 30 years old and 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 HGACBuy have been awarded by virtue of a public competitive process that complies with California State requirements; and

WHEREAS, participation in the HGACBuy Program does not obligate the City to make any purchases and does not cost the City anything to participate.

NOW, THEREFORE, BE IT RESOLVED that the City Manager is hereby authorized to execute a Cooperative Purchasing Agreement with HGACBuy in substantial conformity with the agreement attached hereto as Exhibit A, for the purpose of utilizing the HGACBuy's contracts with various vendors to purchase supplies and equipment, including a street sweeper.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 25th day of June, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Jeffrey T. Cobb, Mayor

Natalie Butler, City Clerk

FREQUENTLY ASKED QUESTIONS (FAQS)

Q: What is H-GAC?

A: The Houston-Galveston Area Council (H-GAC) 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 the 13 county region. The H-GAC Board awards all contracts, which can then be made available to local governments nationwide thru HGACBuy.

Q: How does HGACBuy work?

A: Government entities join by executing an Interlocal Contract to participate in HGACBuy. This document sets out the conditions, requirements and processes through which an entity's purchase orders are received, confirmed to contract and processed.

Q: Can my entity purchase through HGACBuy?

A: The Texas Interlocal Cooperation Act permits joint participation by local governments, states, state agencies, and certain non-profit corporations. Most states have interlocal cooperation authority or other joint power provisions that allow participation in cooperative activities.

Q: I have to advertise for bids therefore I can't purchase thru HGACBuy.

A: HGACBuy uses mass circulation, minority emphasis print media, and internet services to post legal notices and bid solicitations. Therefore, posting of public notices to solicit bids and the formal competitive bid process are satisfied thru HGACBuy procedures.

Q: What other services are offered through the HGACBuy program?

A: Researching products, writing specifications, holding pre-bid conferences, assisting with order placement, contacting vendor reps, helping to resolve order issues, and reviewing and certifying purchase orders to confirm compliance with any specific HGACBuy contract.

Q: What is the difference between HGACBuy and some other cooperatives?

A: HGACBuy is a unit of local government and a political subdivision of the State of Texas. The HGACBuy Program is over 30 years old and 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 HGACBuy have been awarded by virtue of a public competitive process. There are no annual membership dues required to purchase thru HGACBuy.

Q: Where do I find information on products offered through HGACBuy?

A: Access HGACBuy's web site at www.hgacbuy.org for a complete listing of products with descriptions, prices, contractors and/or contacts.

Q: What products are available thru HGACBuy?

A: Primarily, products that are utilized in Public Safety, Public Works, and Communications, in addition to professional consulting, personnel and financing services. A wide variety of capital equipment is under contract, and thru a unique feature of HGACBuy it can be customized through the use of published and unpublished options to fit your specifications and requirements.

Q: Can I purchase on-line?

A: Because of the nature of most of the products and services we have under contract, we prefer that you speak with a contractor's representative and get a detailed price quote before placing an order. This is to insure that you get what you want, configured like you want it. Use the HGACBuy website to for basic information and to get the contractor's telephone and email address. After you receive your written quotation and have reviewed it, prepare your purchase order to the Contractor and fax a copy to HGACBuy.

Q: What does it cost to join HGACBuy? How is HGACBuy funded?

A: HGACBuy is a self-funded "Enterprise Fund" government agency, self-supported thru an administrative fee assessed to the contractor. An "Order Processing Charge" (Administrative Fee) will appear on quotation forms for purchases of motor vehicles in the State of Texas in accordance with State of Texas, Department of Transportation, Division of Motor Vehicles requirements.

Q: What are the benefits of HGACBuy? I want to inform my elected officials and staff:

A: We give you access to volume purchasing and discounts. • We put over 200 years of combined purchasing experience to work on your behalf. • We write technical specifications eliminate the need to hire consultants for that purpose. • We absorb the costs associated with publishing legal notices. • We offer you an expedited procurement process so you need not be delayed for months preparing specifications and satisfying all of the other requirements for competitive bids and proposals.

Q: Where to send my payments to H-GAC?

A: Sending Coop Payments to H-GAC:

In order to avoid delays in the receipt and/or application of your remittance we recommend that you forward all **Coop payment** checks made payable to the Houston-Galveston Area Council and sent to our bank lock box **P.O. Box 301427**, Dallas TX 75303-1427. On all remittances please reference the H-GAC invoice number(s) you wish payment to be applied.

Sending Energy Payments to H-GAC:

In order to avoid delays in the receipt and/or application of your remittance we recommend that you forward all **Energy payment** checks made payable to the Houston-Galveston Area Council and sent to our bank lock box **P.O. Box 301497**, Dallas TX 75303-1427. On all remittances please reference the H-GAC invoice number(s) you wish payment to be applied.

Also feel free to contact the H-GAC Finance Department with questions regarding invoices, wiring instructions, or remittance advice.

For more information, contact us:

HGACBuy

3555 Timmons Lane; Suite 120
Houston, TX 77027

Phone: (800) 926-0234

Fax: (713) 993-4548

Web: www.hgacbuy.org

LIST OF END USERS

End User

California

Big Oak Flat-Groveland Unified School District (CA)
Bonita Unified School District (CA)
Borrego Springs Fire Protection District (CA)
California Congress of Parents and Teachers 31st District PTSA
California State Polytechnic University Pomona (CA)
California State University Fullerton (CA)
Campbell Union School District (CA)
Central School District (CA)
Chico Unified School District (CA)
City of Alameda (CA)
City of Albany (CA)
City of Anaheim (CA)
City of Auburn (CA)
City of Baldwin Park (CA)
City of Bell Gardens (CA)
City of Berkeley (CA)
City of Brentwood (CA)
City of Burbank (CA)
City of Calabasas (CA)
City of Carlsbad (CA)
City of Carmel (CA)
City of Chico (CA)
City of Commerce (CA)
City of Corning (CA)
City of Corona (CA)
City of Coronado (CA)
City of Culver City (CA)
City of Department of Airport Los Angeles (CA)
City of Dinuba (CA)
City of Dixon (CA)
City of Eureka (CA)
City of Fontana (CA)
City of Fortuna (CA)
City of Fountain Valley (CA)
City of Fresno (CA)
City of Gardena (CA)
City of Glendale (CA)
City of Imperial Beach (CA)
City of Irvine (CA)
City of La Cañada Flintridge (CA)
City of La Mesa (CA)
City of Lakewood (CA)
City of Live Oak (CA)
City of Long Beach (CA)
City of Los Angeles (CA)
City of Madera (CA)
City of Manteca (CA)
City of Merced (CA)
City of Monrovia (CA)
City of Monterey Park (CA)

City

Groveland
San Dimas
Borrego Springs
Van Nuys
Pomona
Fullerton
Campbell
Rancho Cucamonga
Chico
Alameda
Albany
Anaheim
Auburn
Baldwin Park
Bell Gardens
Berkeley
Brentwood
Burbank
Calabasas
Carlsbad
Carmel
Chico
Commerce
Corning
Corona
Coronado
Culver City
Los Angeles
Dinuba
Dixon
Eureka
Fontana
Fortuna
Fountain Valley
Fresno
Gardena
Glendale
Imperial Beach
Irvine
La Cañada Flintridge
La Mesa
Lakewood
Live Oak
Long Beach
Los Angeles
Madera
Manteca
Merced
Monrovia
Monterey Park

City of Moreno Valley (CA)	Moreno Valley
City of Oakland (CA)	Oakland
City of Ontario (CA)	Ontario
City of Orange (CA)	Orange
City of Orinda (CA)	Orinda
City of Oroville (CA)	Oroville
City of Oxnard (CA)	Oxnard
City of Palm Springs (CA)	Palm Springs
City of Palmdale (CA)	Palmdale
City of Pasadena (CA)	Pasadena
City of Porterville (CA)	Porterville
City of Portola (CA)	Portola
City of Rancho Cucamonga (CA)	Rancho Cucamonga
City of Riverside (CA)	Riverside
City of Roseville (CA)	Roseville
City of Sacramento (CA)	Sacramento
City of Salinas (CA)	Salinas
City of San Buenaventura (CA)	Ventura
City of San Clemente (CA)	San Clemente
City of San Diego (CA)	San Diego
City of San Leandro (CA)	San Leandro
City of San Mateo (CA)	San Mateo
City of San Ramon (CA)	San Ramon
City of Santa Barbara (CA)	Santa Barbara
City of Santa Clarita (CA)	Santa Clarita
City of Santa Rosa (CA)	Santa Rosa
City of Sausalito (CA)	Sausalito
City of South Gate (CA)	South Gate
City of South San Francisco (CA)	South San Francisco
City of Stockton (CA)	Stockton
City of Ukiah (CA)	Ukiah
City of Visalia (CA)	Visalia
City of Vista (CA)	Vista
City of Westlake Village (CA)	Westlake Village
City of Wheatland (CA)	Wheatland
City of Woodland (CA)	Woodland
City of Yreka (CA)	Yreka
Cold Spring School District (CA)	Santa Barbara
Community Health Center Network, Inc. (CA)	San Leandro
Contra Costa Community College District (CA)	Martinez
Contra Costa County (CA)	Martinez
County of Kings (CA)	Hanford
County of Mendocino (CA)	Ukiah
County of Nevada (CA)	Nevada City
County of Placer (CA)	Auburn
County of Sacramento (CA)	Sacramento
County of San Benito (CA)	Hollister
County of San Diego (CA)	San Diego
County of San Luis Obispo (CA)	San Luis Obispo
County of Ventura (CA)	Ventura
Denair Community Services District (CA)	Denair
El Dorado Irrigation District (CA)	Placerville
Gold Coast Transit (CA)	Oxnard
Housing Authority of the County of Alameda (CA)	Hayward
Humboldt Community Services District (CA)	Eureka
Korean Churches for Community Development (CA)	Los Angeles

Long Beach Public Transportation Co. (CA)	Long Beach
Long Beach Water Department (CA)	Long Beach
Los Angeles Child Guidance Clinic (CA)	Los Angeles
Los Angeles Unified School District (CA)	Pico Rivera
Milpitas Unified School District (CA)	Milpitas
Mojave Public Utility District (CA)	Mojave
Monterey County (CA)	Salinas
National Community Renaissance of California (CA)	Rancho Cucamonga
North County Fire Protection District (CA)	Fallbrook
Placer County Water Agency (CA)	Auburn
River Oak Center for Children (CA)	Sacramento
Sacramento Area Sewer District (CA)	Sacramento
Sacramento Children's Home (CA)	Sacramento
San Miguel Consolidated Fire Protection District (CA)	Spring Valley
Santa Barbara Unified School District (CA)	Santa Barbara
Santa Cruz County (CA)	Watsonville
Shasta County (CA)	Redding
Skid Row Housing Trust (CA)	Los Angeles
Solano County (CA)	Fairfield
South Placer Fire District (CA)	Granite Bay
South Tahoe Public Utility District (CA)	South Lake Tahoe
Southern California Logistics Airport Authority (CA)	Victorville
Southwest Transportation Agency (CA)	Caruthers
St. Vincent de Paul Village, Inc. (CA)	San Diego
Stanislaus County (CA)	Modesto
Stanislaus County Office of Education (CA)	Modesto
State Center Community College (CA)	Fresno
Sunline Transit Agency (CA)	Thousand Palms
Sunnyvale School District (CA)	Sunnyvale
Survivors of Torture, Intl. (CA)	San Diego
Thermalito Water and Sewer District (CA)	Oroville
Town of Apple Valley (CA)	Apple Valley
Town of Hillsborough (CA)	Hillsborough
Town of Los Gatos (CA)	Los Gatos
Town of Truckee (CA)	Truckee
Union Sanitary District (CA)	Union City
Victor Valley Transit Authority (CA)	Hesperia
Vista Hill Foundation (CA)	San Diego
West Bay Sanitary District (CA)	Menlo Park
Wilton Fire Protection District (CA)	Wilton
Yolo County (CA)	Woodland



**INTERLOCAL CONTRACT
FOR COOPERATIVE PURCHASING**

ILC
No.: _____
Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and * City of Willows, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at * 201 N. Lassen St. Willows, CA 95988

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on * _____ (Date), and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began * _____ and ends * _____. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

EXHIBIT A

ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

THIS INSTRUMENT HAS BEEN EXECUTED IN TWO ORIGINALS BY THE PARTIES HERETO AS FOLLOWS:

* City of Willows

Name of End User (local government, agency, or non-profit corporation)

* 201 N. Lassen St.

Mailing Address

* Willows CA 95988

City State ZIP Code

*By:

Signature of chief elected or appointed official

*
Typed Name & Title of Signatory Date

Houston-Galveston Area Council

3555 Timmons Lane, Suite 120, Houston, TX 77027

By: _____
Executive Director

Attest: _____
Manager

Date: _____

*Denotes required fields

***Request for Information**

To expedite service, please complete the following blanks relevant to your agency's administrative/elective personnel and return the completed form to H-GAC, Cooperative Purchasing Program, P.O.Box 22777, Houston, TX 77227-2777.

Name of End User Agency : City of Willows County Name : Glenn
(Municipality / County / District / etc.)
Mailing Address : 201 N. Lassen St. Willows, CA 95988
(Street Address/P.O. Box) (City) (State) (ZIP Code)
Main Telephone Number : 530-934-7041 FAX Number: 530-934-7402
Physical Address : — same as mailing address —
(Street Address, if different from mailing address) (City) (State) (ZIP Code)
Web Site Address: http://www.cityofwillows.org/

Authorized Official: Steve Holsinger Title: City Manager
(City manager / Executive Director / etc.) Ph No.: 530-934-7041
Mailing Address: 201 N. Lassen St.
(Street Address/P.O. Box) E-Mail Address : sholsinger@cityofwillows.org
Willows CA 95988
(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(Purchasing Agent/Auditor etc.) Ph No.: _____
Mailing Address: _____ Fx No.: _____
(Street Address/P.O. Box) Email Address : _____
(City) (State) (ZIP Code)

Official Contact: Skyler Lipski Title: Public Works Director
(Public Works Director/Police Chief etc.) Ph No.: 530-934-7041
Mailing Address: 201 N. Lassen St. Fx No.: 530-934-7402
(Street Address/P.O. Box) Email Address : slipski@cityofwillows.org
Willows CA 95988
(City) (State) (ZIP Code)

Official Contact: _____ Title: _____
(EMS Director/Fire Chief etc.) Ph No.: _____
Mailing Address: _____ Fx No.: _____
(Street Address/P.O. Box) Email Address : _____
(City) (State) (ZIP Code)

AGENDA ITEM

June 25, 2013

TO: Mayor Cobb and City Council Members
FROM: Natalie Butler, City Clerk
SUBJECT: Appointments of Library Board Trustees

As Council is aware, there are three seats on the Library Board of Trustees whose terms are due to expire on June 30, 2013. At the June 11, 2013 City Council Meeting, Council Members Taylor-Vodden and Domenighini volunteered to serve on a subcommittee to review applications, interview the candidates and make their recommendations for three individuals to fill these seats. Only three applications were received – all three being 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. The subcommittee is recommending the reappointments of Adrienne Haylor, Dawn George and Lisa Kennedy to continue to serve on the Library Board of Trustees. The term of office runs from July 1, 2013 and expires June 30, 2016.

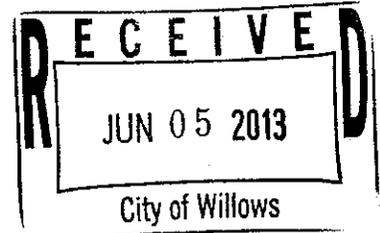
STAFF RECOMMENDATION:

Consider Council subcommittee's recommendations and, by motion, reappoint Adrienne Haylor, Dawn George and Lisa Kennedy to the Library Board of Trustees.

Submitted by:



Natalie Butler,
City Clerk



APPLICATION FOR WILLOWS PUBLIC LIBRARY BOARD OF TRUSTEES

****THIS DOCUMENT IS A PUBLIC RECORD****

Date: 6.1.2013

To the Honorable Mayor and City Council,

I wish to serve on the Willows Public Library Board of Trustees on a voluntary basis.

Name: ADRIENNE HAYLOR Phone: 530-968-5375

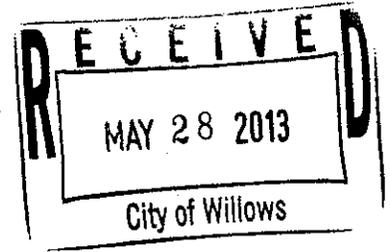
Mailing Address P.O. Box 152 Years. In Area: 20 + (Optional)
Elk Creek, CA 95988

I feel that I can be an asset to the City in the above capacity because: currently on
WPL Board & have been in past.
Represent the Elk Creek area where
WPL has a branch library served by
director Jody Meza

My Library concerns are ① Public access to ALL
library materials, ② TLL & ③ Internet
usage & Connections for Main Library
& both branches: Bayless & Elk Creek.

Thank you
Adrienne Haylor
Signature

④ Quarterly financial
Statements on
"Trust Funds"
Shasta County funds
to library, oversight
& Accountability.



APPLICATION FOR WILLOWS PUBLIC LIBRARY BOARD OF TRUSTEES

****THIS DOCUMENT IS A PUBLIC RECORD****

Date: 5/28/13

To the Honorable Mayor and City Council,

I wish to serve on the Willows Public Library Board of Trustees on a voluntary basis.

Name: Dawn M George Phone: 934-8157

Mailing Address 142 N VENTURA Years. In Area: 53 (Optional)
Willows, CA 95988

I feel that I can be an asset to the City in the above capacity because: I have served on the board for last 3 yrs.

My Library concerns are: Ongoing support from county & city

Dawn M George
Signature



APPLICATION FOR WILLOWS PUBLIC LIBRARY BOARD OF TRUSTEES

****THIS DOCUMENT IS A PUBLIC RECORD****

Date: 5-28-13

To the Honorable Mayor and City Council,

I wish to serve on the Willows Public Library Board of Trustees on a voluntary basis.

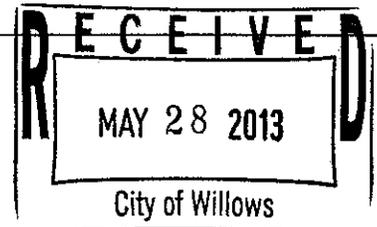
Name: Lisa Kennedy Phone: 934-7426

Mailing Address 11609 County Rd U Years. In Area: 28 (Optional)

I feel that I can be an asset to the City in the above capacity because: I have a passion for Books and would like to continue to serve to help keep the library a resource for our community. So many things to offer for all ages and more to come!

My Library concerns are: Funding - publicity for library

Lisa Kennedy
Signature



Sycamore Street Banner Pole Replacement

This is my final report on the matter of replacing the Banner Poles on Sycamore Street.

a.) The initial cost to the City for putting up two new banner poles is over \$13,000

NOTE: See "Parks & Public Works Memorandum" on cost.

b.) The cost to the City for putting up each banner as needed is \$321.00 x 21 banner users.

NOTE: Only 21 organizations currently use banners. The cost to the City would be more if more organizations used the banner pole system.

There are over 50 local non profit organizations & groups in Willows. Only 21 have used the banner pole system. I believe this is due to the cost of buying a banner. All non profit organizations are important to the community.

Some of the other organizations NOT using the banner pole system:

VFW, AMVETS, American Legion, Friends Of The Library, Eagles, Elks, Glenn Chorale, Boy Scouts, HRA, Glenn County Veterans Service, Knights Of Columbus, Lions Club, Museum Society, Rotary Club, Senior Nutrition Center, Toastmasters, Willows High School Boosters, Girls Scouts, Kiwanis Club, Murdock Mallards and more.

QUESTIONS: "If the banners poles are replaced"

Will the City be better off with new Poles for the cost spent?

Would it attract more organizations displaying messages in the future?

Will the City recoup any cost associated with putting up and taking down the banners?

Is there an option to spending City funds & City maintenance on a Banner Pole System?

ORLAND BANNER POLES

The City of Orland absorbs the cost of putting up banners. Currently there are about 12 to 15 organizations using the Orland banner poles system. Orland has banner poles over highway 32. This take more city man hours to manage due to the danger of Hwy 32.

OPTION A

Changeable Letter Signs On Sycamore Street

Cost: \$7,000 to \$12,000 (new)

The only thing needed is City space on Sycamore Street.

Just One Example: Put the sign in front of the Memorial Hall, where the old Bus Stop bench & cover once stood. There is a concrete slab left there from the bus stop.

A small user fee could off set/recoup some of the cost of the sign. This small user fee will be more affordable than buying a banner.

More local organizations and groups will now be able to display events and messages.

Can be managed by the Willows Chamber Of Commerce (if agreed).

This will release the cities obligation and responsibility for maintenance of the banner pole system.

FINALLY:

Changeable Letter signs are very attractive and will generate revenue for the City of Willows, downtown businesses and to local organizations and groups.

More community involvement with more local organizations and groups using the signs.

Will be a new attractive addition to the new "Welcome To Willows" signs on Sycamore Street.

Option B

Changeable Letter Signs can be built by the Willows High School Wood Shop

Cost: Material Cost unknown

This plan might take a while since school is now out for the summer.

The project will have to be approved by the school.

A sign design plan is needed.



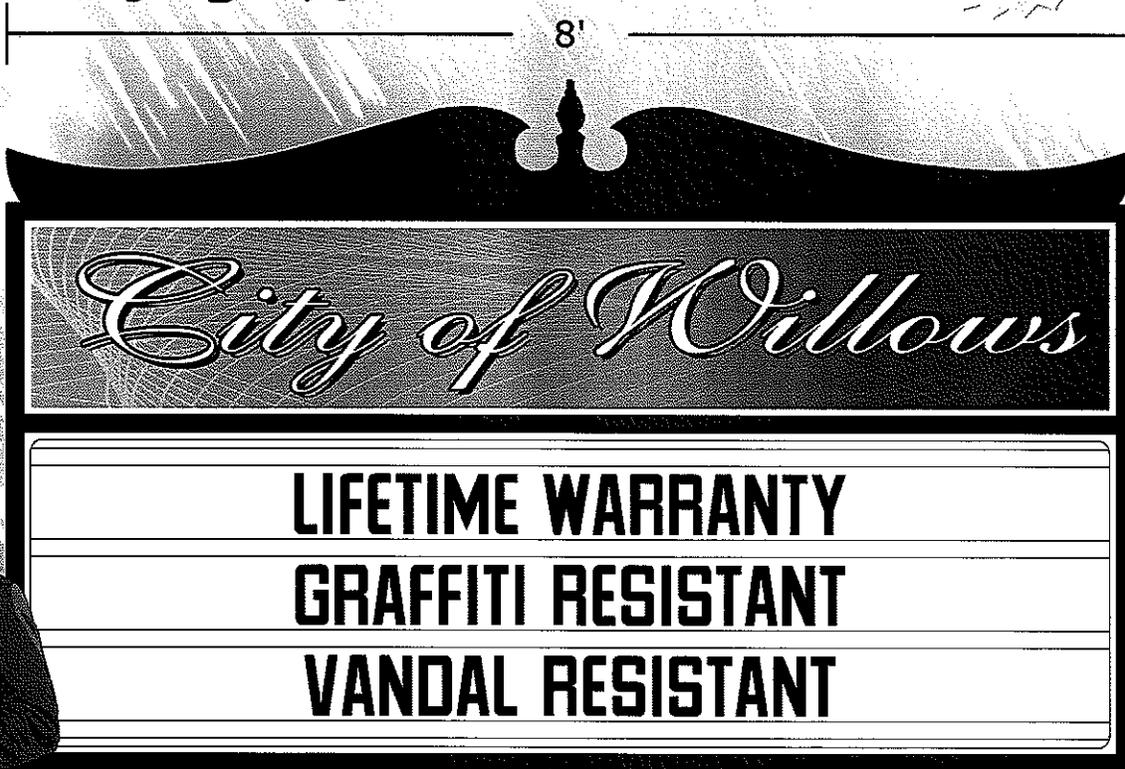
Directorate of Community Activities/Panama Endorsement

COST: \$7,500



Double Sided

OVERALL HEIGHT 8' 5"



6' Man

NOTE:
THIS MODEL
IS Double
Sided

11"

4'

3' 6"

2' 8"
Announcer 48

The provided graphics will be insufficient quality for the manufacturing process. Please see our web site, <http://www.stewartsigns.com/support-artwork.php> or your consultant for a list of acceptable formats.

Cabinet: 4' x 8'
Tracking: 3 Rows of 6" Letters
Mount: Pedestal

Cabinet Color: Bristol Blue
Face Color: Dark Red
Line Color: White

Font: Shelley Volante
Logo: bluegrids
Trim: 4



stewartsigns

America's Premier Sign Company

1-800-237-3928 WWW.STEWARTSIGNS.COM

ORIGINAL DESIGN DO NOT DUPLICATE

DUE TO THE PHYSICAL LIMITATIONS OF THE PAPER AND INK-BASED PRINTING PROCESS THIS CUSTOM ARTWORK IS NOT INTENDED TO PROVIDE AN EXACT MATCH BETWEEN INK, VINYL, PAINT, OR LED COLOR. ARTIST'S RENDITION OF BRICKWORK, MASONRY AND LANDSCAPING IS NOT INCLUDED IN THE PROPOSAL. ALL MEASUREMENTS SHOWN ARE APPROXIMATIONS; DIMENSIONS OF FINAL PRODUCT MAY VARY.

APPROVED AS SHOWN.

X _____ DATE _____ 1. _____

APPROVED WITH LISTED CHANGES. _____ 2. _____

X _____ DATE _____ 3. _____

Sketch #136419 Customer #1316801
5/31/2013 ricciardi -PROPOSAL-

Signs in Your Area report prepared for

► City of Willows

WILLOWS, CA

Customer #1316801



Prepared by

Ric Ricciardi, Regional Manager

1-888-237-3928 x265

RRicciardi@stewartsigns.com

Stewart Signs has been serving organizations like yours since 1968. This experience makes us uniquely qualified to serve your sign needs. Don't take my word for it, though; ask your neighbors about us!

The following is a small sampling of customers in your area that have invested in our product. These results represent only a few of over 35,000 Stewart signs out in the field, including 1,233 signs installed in California within the past 10 years. Viewing installed signs is one of the best ways to experience the quality built into every Stewart sign, and I encourage you to visit a few locations.

Name	Address	City	State	Model
Sani-Food Market	517 S. Tehama St.	Willows	CA	TriStar
Murdock Elementary School	655 French St	Willows	CA	Announcer
George T Egling Middle School	813 Webster St	Colusa	CA	Announcer
Plaza Elementary School	7322 Co. Rd 24	Orland	CA	Announcer
Fairview Elementary School	1308 Fairview St	Orland	CA	Announcer
Hamilton Elementary School	277 Capay Ave	Hamilton City	CA	TriStar
Colusa Assembly Of God	1747 Hwy 20	Colusa	CA	Witness
Capay Joint Union Elementary School	7504 Cutting Ave	Orland	CA	Announcer
Williams Junior/Senior High School	260 Eleventh Street	Williams	CA	TekStar
Durham Elementary School	9420 Putney Drive	Durham	CA	TriStar
Hooker Oak Elementary School	1238 Arbutus Ave	Chico	CA	Announcer
Williams Middle School	300 11Th Street	Williams	CA	Announcer
Manzanita Elementary School	627 E Evans Reimer Rd	Gridley	CA	Narrator
American Legion	284 Hazel St	Gridley	CA	Announcer
The Father'S House	10720 Live Oak Blvd.	Live Oak	CA	DayStar
Pierce High School	960 Wildwood Rd	Arbuckle	CA	DayStar
Our Savior Lutheran Church	6404 Pentz Rd	Paradise	CA	Advocate
Skyway Assembly Of God	8792 Skyway	Paradise	CA	Announcer
Gerber Bible Fellowship	301 Samson Ave	Gerber	CA	Announcer
Gerber Elementary School	23014 Chard Ave	Gerber	CA	Announcer
East Lake School	13050 High Valley Road	Clearlake Oks	CA	Announcer
King Avenue Elementary School	630 King Ave	Yuba City	CA	TriStar
Yuba-Sutter Hmong Alliance Church	"627 ""B"" St	Yuba City	CA	Witness
Butte Vista School	2195 Blevin Road	Yuba City	CA	DayStar
Tierra Buena Elementary School	1794 Villa Ave	Yuba City	CA	DayStar

View sign photos, read customer testimonials and more on our website:

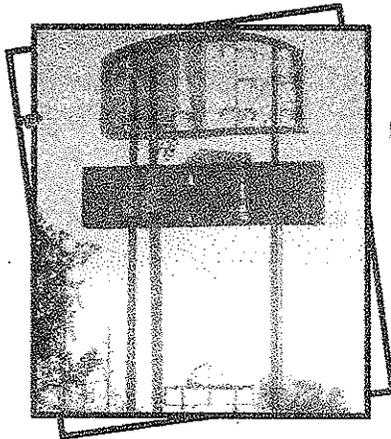
www.stewartsigns.com

Top Ten Reasons to Choose Stewart Municipal Signs

1 Our Company

Stewart Signs' philosophy of building a superior product and conducting business according to ethical principles has not changed since our inception in 1968.

Four decades and 40,000 signs later, it is understandable why so many municipalities have chosen Stewart Signs as their preferred sign company.



2 Superior Wind Load Rating

A sign's strength is measured by the wind load that it will withstand. Stewart Signs engineers every sign to withstand hurricane-force winds. While you may not live in a hurricane-prone area, investing in structural integrity is always wise.

Our unitized cabinets are constructed of heavy-gauge aluminum extrusions. With welded-reinforced mitered corners, each cabinet is a masterpiece in design and durability. A Stewart cabinet resists damage and retains its shape.

3 Powder Coat Finish

Stewart signs are protected with an industrial powder coat finish. Not only will your sign boast enhanced color and gloss retention for many years to come, it's also chip and impact resistant. The industrial finish ensures that any graffiti applied to the sign structure can be easily removed.

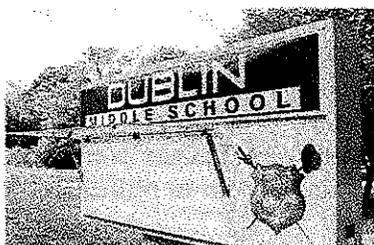
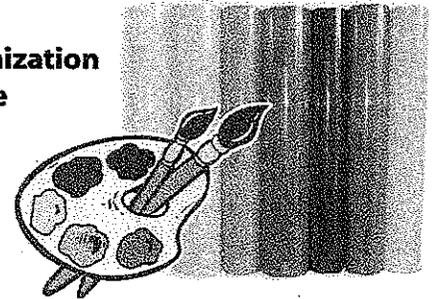


4 Laser-Sharp Graphics

The graphics on your new sign are the first impression your organization will project. By applying high performance 3M® vinyl to the inside surface of each sign face, we can guarantee your graphics will be laser-sharp and won't fade over time.

The use of vinyl ensures the even distribution of color when your sign is illuminated, which prevents shadowing commonly associated with painted graphics.

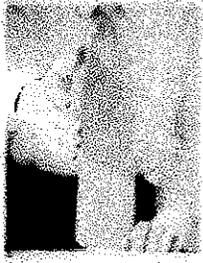
Additionally, Stewart Signs recognizes the changing needs of our customers. That's why we've developed the Stewart Sectional Sign Face System which allows our customers to update their organization's name, colors and symbol without having to purchase a new sign.



5 Easy to Change Message System

Our *Glide and Lock*® support system (when applicable) makes changing your message quick, easy, and safe. Unlike outdated props or gas springs that fail over time, our vandal covers will always glide and lock safely into place.

This convenient feature eliminates holding the vandal cover in place manually while changing the message. As a result, the message on a Stewart sign is changed more frequently.



6 Our People

Stewart Signs' staff understands that an effective sign provides an essential conduit of communication between your business and the community.

Our consultants are eager to tastefully match your business to a product that will not only enhance your grounds but significantly boost awareness in your community as to what's going on under your roof.

7 Sign Faces & Vandal Covers



Utilizing coextruded solar grade Makrolon® SL by Sheffield Plastics, a Bayer MaterialScience company, guarantees that your sign faces are not only *virtually unbreakable*, but they will never yellow or turn cloudy. Additionally, *graffiti is easily removed*.

There is no "equivalent" material available when it comes to your new sign face.

8 Quality, Quality and More Quality!

Stewart Signs are manufactured using components from some of the world's leading corporations.



Our relationships with 3M and Bayer, have ensured that we provide only the very best product available to businesses today. We back the quality of our products by offering a **LIFETIME WARRANTY**, a fully staffed customer support team and a pledge that you will not be disappointed in a Stewart Sign.



Murfreesboro fire commander Dale Maynard said a letter on the electric sign is suspected to have shorted.

9 UL Matters

Each Stewart sign comes with a UL (Underwriters Laboratories) or ETL Listing and, along with that, comes peace of mind. UL is the trusted source for electrical product compliance and it's just one of the many ways that Stewart Signs sets itself apart. With this symbol of safety, you can be assured that your Stewart sign is built to the most discerning standards of quality and workmanship.



10 Our Lifetime Warranty

**LIFETIME
WARRANTY**

Because our signs are built to exacting standards and we have over four decades of experience, we back our signs with the best warranty in the business. As part of one of America's largest privately held corporations, our customers are further ensured Stewart Municipal Signs will be around tomorrow to stand behind the sign you invest in today.

Contact Us Today! (800) 237-3928

Currently using the Banner Pole System

JAN	Willows Homecoming?		
FEB	Willows Bean Feed		
MAR			
APR			
MAY	Lamb Derby Farmers Market		
JUN	Farmers Market (cont.) Blues & Brews 4th of July	Sam Taylor	934-5416
JULY	4th of July (cont.) Farmers Market (cont.)		
AUG	National Night Out Farmers Market (cont.) Splendor in the Valley		
SEP	Splendor in the Valley (cont.) Farmers Market (cont.)		
OCT	Domestic Violence Month High School Homecoming Steak & Lobster GCOE Employment Awareness Month	Linda Ram Adele Foley Pricilla Exner	934-1457 519-1210 865-1267 ext. 3212
NOV	Tobacco Education Program Craft Fair Light Parade	Sharon Lazarko	865-6735 934-6558
DEC			

WILLOWS CAR SHOW

OTHER CLUBS AND ORGANIZATIONS

American Cancer Society	754 Mangrove Ave. Chico CA 95926	1-800-227-2345
American Legion Post #34	525 W. Sycamore #5	934-3820
Boy Scout Troop	Bill Shively 6440 Westgate Lane	934-5362
Butte College	19 Williamsburg Ln. Chico CA 95926	895-9017
Clover 4-H Club	P.O. Box 697 Orland CA 95963	865-1107
Eagles	128 S. Colusa St.	934-8806
Elks Lodge #1786	P.O. Box 646	934-4321
Fireman's Auxiliary	445 S. Butte St.	934-7993
Friends of the Library	201 N. Lassen St.	934-5156
Girl Scouts	Kelly Lawler	934-3476
Glenn Chorale	4231 Rd. E Orland CA 95963	865-7261
Glenn County Theatre Company	228 W. Laurel St.	934-4130
Human Resource Agency	420 E. Laurel St.	934-6514
Hydro-Jets Swim team	Jennifer Carrier P.O. Box 2026	934-5366
Glenn Co. Veterans Svc.	525 W. Sycamore St.	934-6524
Jacinto Grange #431	7254 Co. Rd. 39 Bayliss 95943	934-5202
Kiwanis Club	P.O. Box 922	934-2638
Knights of Columbus	Jim Labarera 448 S. Merrill 518-4546	934-3159
Ladies Auxiliary-VFW	P.O. Box 2002	934-4912
Lamb Derby Committee	Tracey Torress P.O. Box 902	867-6482
Lions Club	Lavonne Hinton P.O. Box 822	934-7640
Little League Baseball	Nancy Farrell P.O. Box 291	570-7959
Lutheran Women in Mission	Susan Loshe	934-7343
Monday Afternoon Club	120 N. Lassen St. (receives no mail at this address)	934-5061
Murdock Mallards PTO	PTO4Murdock@yahoo.com	530-
Museum Society	Joann Wright 201 N. Lassen St.	934-4409
Pheasant Association	P.O. Box 306	934-3695
Platinum Club	1133 W. Sycamore St.	934-1881
Rotary Club	David Vodden P.O. Box 966	934-5588 ext 101
Senior Nutrition Center	556 E. Sycamore St.	934-6573
Thunderhill Raceway Park	David Vodden P.O. Box 966	934-5588 ext 101
Toastmasters	1140 W. Wood St.	934-7066
United Bikers of Nor-Cal	Gordon Lambert 20 Sunset	934-2404
Veterans of Foreign Wars	Bob Chittenden 525 W. Sycamore St. Suite A5	934-3700
Volunteer Firefighters	445 S. Butte St.	934-3323
Willows Alumni Association	Lisa Teeter P O Box 303	934-2013
Willows High Boosters	203 N. Murdock Ave.	934-6611
W.I.S. Parent League	1145 Cedar St.	934-6633
Willows Public Safety Assoc.	201 N. Lassen St.	934-3456
Young Ladies Institution	P.O. Box 2002	934-4912
Youth Football	Jess Bill P.O. Box 1261	934-2309

Option C
Sycamore Street Banners

Using the existing banner pole on Sycamore Street. Put up a double sided banner. If the city owns the light poles on Sycamore Street, more banners can be displayed.

Cheaper

Easier To Store

Easier To Put Up & Take Down

More Colorful Banners

Less City man hours to manage

More organizations can afford the banners

Cost:

Banner Hardware (Brackets)

Two sets of brackets are needed for two double sided banners.

Cost \$160 for two sets of brackets

Banner cost very from \$90 to \$150 for two double sided Banners.

Cost will be less if only one double sided banner is used.

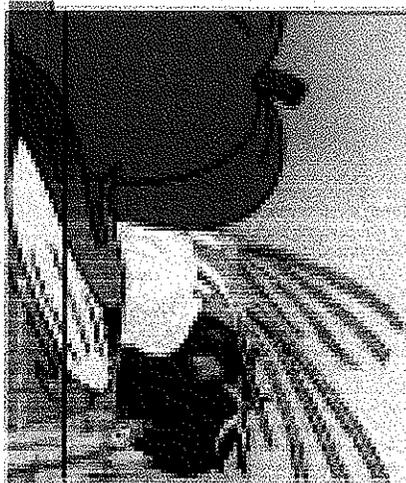
Banner Sizes:

30x60

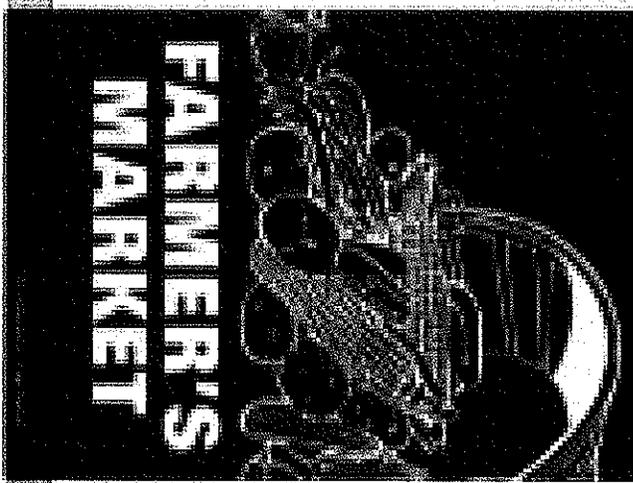
36x72

36x90

**Your
Message
Here**



**Your
Message
Here**



**FARMER'S
MARKET**

