

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, June 9, 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 June 9, 2015 Agenda.
5. **Presentations & Proclamations:** None Scheduled
6. **Public Comment / Written Communications:** Members of the public wishing to address the Council on any item(s) *not on the agenda* may do so at this time when recognized by the Mayor/Vice Mayor; however, no formal action will be taken unless 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 May 12, 2015, Regular City Council Meeting.
 - c) Consider adoption of a Resolution consenting to the extension of service charges imposed on improved real property within the incorporated area of the City of Willows for FY 2014/2015 for the use and/or ability to use the Glenn County Solid Waste System.
 - d) Consider directing staff to publicly bid the Tehama Street Reconstruction Project and Appropriate \$225,000 from Gas Tax 2103 Funds (Fund 372).
 - e) Consider second reading by title only and final adoption of the following Ordinances:
 - **Ordinance #711-2015** entitled:
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.25 DEFINITIONS OF THE WILLOWS MUNICIPAL CODE

OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.060 AND 18.25.080 REVISING THE DEFINITION OF FAMILY AND ADDING A DEFINITION FOR HOUSEHOLD WITH ALL OTHER TEXT TO REMAIN UNCHANGED

- **Ordinance #712-2015 entitled:**
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.40 R-3 HIGH DENSITY RESIDENTIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.40.020(4) AND 18.40.040(1) ADDING TRANSITIONAL AND SUPPORTIVE HOUSING AS A PERMITTED USE WITH ALL OTHER TEXT TO REMAIN UNCHANGED
- **Ordinance # 713-2015 entitled:**
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.45 R-P RESIDENTIAL-PROFESSIONAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.45.040(1) REMOVING TEXT REGARDING DENSITY WHICH DOES NOT COMPLY WITH GENERAL PLAN DENSITIES WITH ALL OTHER TEXT TO REMAIN UNCHANGED
- **Ordinance # 714-2015 entitled:**
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.55 CENTRAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.55.020(18) ADDING WHERE TRANSITIONAL AND SUPPORTIVE HOUSING TO PERMITTED USES WITH ALL OTHER TEXT TO REMAIN UNCHANGED
- **Ordinance # 715-2015 entitled:**
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.60 GENERAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.60.020(18) ADDING TRANSITIONAL AND SUPPORTIVE HOUSING TO PERMITTED USES WITH ALL OTHER TEXT TO REMAIN UNCHANGED
- **Ordinance # 716-2015 entitled:**
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.125 COMPREHENSIVE SIGN LAW OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.125.020 AND 18.125.040(5) DELETING TEXT REGARDING CAMPAIGN SIGNS WITH ALL OTHER TEXT TO REMAIN UNCHANGED

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).* None Scheduled.
9. **Ordinances:** Action taken under item 7 (e).
10. **Items introduced by City Council or Administrative Staff for discussion purposes only:**
11. **New Business:**

- a) Consider, by motion, adoption of a Resolution authorizing the extension of the public agency agreement with Wildan Engineering Consultants for General Planning and Environmental Services during fiscal year 2015/2016.
- b) Establish a date and time for a special meeting on June 17, 19 or 30 to review the 2015/2016 Budget.

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 items below prior to the Council convening into Closed Session. Public Comments are generally restricted to three minutes.

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

Agency Negotiators: City Manager, Steve Holsinger
Finance Director, Tim Sailsbery

Employee Organization(s): All Unrepresented City Employees including City Manager, City Attorney, City Council and All Other Elected or Appointed Members of the City of Willows Boards and Commissions.

14. Report Out from Closed Session:

15. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before June 5, 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

5/21/2015 TO 6/3/2015

General Checking 29623 TO 29670

Payroll Direct Deposit 206316 TO 206350

Payroll Checks 34174 TO 34192

APPROVAL DATE 6/9/2015

Approved _____

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
029524	05/20/15	BAR00	BARCO PRODUCTS INC.	-243.21	.00	-243.21	500068u	Ck# 029524 Reversed
029623	05/21/15	ALE02	ALERE TOXICOLOGY SERVICES	41.25	.00	41.25	014389	TOXICOLOGY SERVICES
029624	05/21/15	ATT01	A.T.& T.	966.61	.00	966.61	B50519	TELEPHONE EXP3/19-4/18/15
029625	05/21/15	BAT00	BATTERIES + BULBS	99.94	.00	99.94	0580101	12V LEAD
029626	05/21/15	BOB00	BOB'S PLUMBING	335.00	.00	335.00	2454	SERVICE CALL FD
029627	05/21/15	CAL01	CALIFORNIA WATER COMPANY	2044.85	.00	2044.85	B50520	WATER EXPENSE PER ATTACHE
029628	05/21/15	CCP00	CCP INDUSTRIES	760.00	.00	760.00	45609	GLOVES
				-506.34	.00	-506.34	055526C	CREDIT FOR RETURNED GLOVE
			Check Total.....:	253.66	.00	253.66		
029629	05/21/15	COA00	COASTLAND CIVIL ENGINEERI	630.50	.00	630.50	37351	SERVICES THROUGH 4/30/15
				43.75	.00	43.75	37362	SERVICES THROUGH 4/30/15
				92.50	.00	92.50	37375	SERVICES THROUGH 4/30/15
				1565.77	.00	1565.77	37385	SERVICES THROUGH 4/30/15
				1914.84	.00	1914.84	37386	SERVICES THROUGH 4/30/15
				823.75	.00	823.75	37387	SERVICES THROUGH 4/30/15
				1427.50	.00	1427.50	37400	SERVICES THROUGH 4/30/15
				8473.76	.00	8473.76	37420	SERVICES THROUGH 4/30/15
			Check Total.....:	14972.37	.00	14972.37		
029630	05/21/15	CRE01	CREATIVE COMPOSITION	274.99	.00	274.99	89483	BUSINESS CARDS
029631	05/21/15	FLE00	JOE FLESHER	2904.95	.00	2904.95	B50520	SKATE BOARD PARK PROJECT
029632	05/21/15	GRA02	W.W. GRAINGER, INC.	213.93	.00	213.93	2420921	CORDLESS DRILL/DRIVER KIT
				82.29	.00	82.29	6521577	BATHROOM REPAIR-JENSEN PA
			Check Total.....:	296.22	.00	296.22		
029633	05/21/15	LAN03	LANNIE'S SEPTIC TANK SERV	105.35	.00	105.35	19159	PORTABLE TOILET RENTAL
				95.68	.00	95.68	19160	PORTABLE TOILET RENTAL
			Check Total.....:	201.03	.00	201.03		
029634	05/21/15	LEA01	LEAGUE OF CA. CITIES	50.00	.00	50.00	4372	SACRAMENTO VALLEY DUES 20
029635	05/21/15	NOR10	NORTH STATE AIR COND. &	122.25	.00	122.25	000650	REPLACE FAN BELT
029636	05/21/15	PER07	VAUGHN PERKINS	250.00	.00	250.00	B50519	RENT ELK CREEK LIB. MAY 2
029637	05/21/15	PGE01	PG & E	25.75	.00	25.75	B50519	P.G. & E. 1600 S TEHAMA S
029638	05/21/15	RAD00	RADIO GUYS	15.16	.00	15.16	14500	ANTENNA
029639	05/21/15	SEV00	SEVERN TRENT ENVIRONMENTA	456.00	.00	456.00	2078942	WILLOWS WASTEWATER TREATM
029640	05/21/15	SHE01	SHELBY'S PEST CONTROL	33.00	.00	33.00	D1933-7	BUILDING MAINT FIRE DEPRT
029641	05/21/15	SPP00	SPP FUND MASTER TENANT, L	10888.44	.00	10888.44	177173	SOLAR ELECTRICITY 4/1-4/3
			Cash Account Total.....:	33988.26	.00	33988.26		
			Total Disbursements.....:	33988.26	.00	33988.26		
			Cash Account Total.....:	.00	.00	.00		

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
29642	05/28/15	ABO00	STEVE ABOLD	200.00	.00	200.00	B50528	PUB. WKS. TOOL PARKS/PUB.
29643	05/28/15	ATT01	A.T. & T.	11.25	.00	11.25	B50528	TELEPHONE EXP. EC LIBRARY
29644	05/28/15	COR02	CORBIN WILLITS SYSTEMS	520.00	.00	520.00	B50515	LASER CHECK PROCESSING
29645	05/28/15	DEM01	DEMCO, INC.	556.23	.00	556.23	5601494	LIBRARY SUPPLIES
29646	05/28/15	EWI00	EWING IRRIG. PRODUCTS, INC	379.58	.00	379.58	9679835	IRRIGATION COMPONENTS
29647	05/28/15	FGL00	FGL ENVIRONMENTAL	21.00	.00	21.00	572948A	BACTI ANALYSIS
29648	05/28/15	FLE01	FLEMING BOOKBINDING CO.	254.10	.00	254.10	22580	MICROFILMING
29649	05/28/15	GAL06	GALE	39.30	.00	39.30	55125056	PAPERBACK BESTSELLING COL
29650	05/28/15	HIN02	HINDERLITER DELLAMAS & AS	2586.16	.00	2586.16	238761N	AUDIT SERVICES-SALES TAX
29651	05/28/15	HOL05	STEVE HOLSINGER	300.00	.00	300.00	B50528	VEHICLE ALLOW. CITY MANAG
29652	05/28/15	LEM01	CAROL LEMENAGER	200.00	.00	200.00	B50528	VEHICLE ALLOW. RECREATION
29653	05/28/15	LIB01	THE LIBRARY CORPORATION	618.68	.00	618.68	58905	PRINTER/SCANNER
29654	05/28/15	LOC00	LOCAL GOVERNMENT INSTITUT	39.00	.00	39.00	9952	JOB ADVERTISEMENT
29655	05/28/15	NOR43	ACCESS	20.00	.00	20.00	16154	SHREDDING SERVICES
29656	05/28/15	OCL00	OCLC, INC.	68.00	.00	68.00	389898	MONTHLY SUBSCRIPTION
29657	05/28/15	PER07	VAUGHN PERKINS	250.00	.00	250.00	B50528	RENT ELK CREEK LIB. JUNE
29658	05/28/15	PGE01	PG & E	10202.57	.00	10202.57	B50528	P.G. & E.
29659	05/28/15	SAC08	SACRAMENTO VALLEY MIRROR	51.30	.00	51.30	13337	ZONING/ABATEMENT PROTESTS
29660	05/28/15	SAF03	SAFETY TIRE SERVICE	34.34	.00	34.34	25569	#31 JD MOWER REPAIR
29661	05/28/15	SAI02	TIMOTHY L. SAILSBERY	200.00	.00	200.00	B50528	VEHICLE ALLOW. FINANCE JU
29662	05/28/15	SCH02	SCHOLASTIC INC.	228.98	.00	228.98	11054291	BOOKS
29663	05/28/15	UNI02	UNIFORMS, TUXEDOS & MORE	194.41	.00	194.41	137512	UNIFORM & ALTERATIONS
29664	05/28/15	VAL01	VALLEY ROCK PRODUCTS	52.78	.00	52.78	1103521	CONCRETE SAND
29665	05/28/15	VER02	VERIZON WIRELESS	50.08	.00	50.08	5319007	TELEPHONE EXP. EC LIBRARY
29666	05/28/15	WAL07	WAL-MART COMMUNITY	431.09	.00	431.09	B50528	APR/MAY STMT PER ATTACHED
29667	05/28/15	WIL14	WILLOWS FIRSTCARE INC.	100.00	.00	100.00	B50528	DRUG SCREENING
29668	05/28/15	WIL17	WILLDAN	7131.37	.00	7131.37	11868	PLANNING SERVICES THROUGH
29669	05/28/15	WILHL	WILLIAM F. WILLIAMSON III	1334.00	.00	1334.00	B50528	REFUND OF BUILDING FEES
29670	05/28/15	WOL01	WOLFCOM ENTERPRISES	86.00	.00	86.00	1724	KYDEX CLIPS
Cash Account Total.....:				26160.22	.00	26160.22		
Total Disbursements.....:				26160.22	.00	26160.22		
Cash Account Total.....:				.00	.00	.00		

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
May 12, 2015

1. Mayor Domenighini called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Council Member Hansen led the Pledge of Allegiance.
3. **ROLL CALL:**
Present: Williams, Yoder, Mello, Hansen & Mayor Domenighini.
Absent: None
4. **Agenda Review:**
 - a) City Manager Steve Holsinger recommended the removal of item 13 in its entirety from the Agenda (Executive Session – Public Employee appointment/employment – City Manager). M/S – Yoder/Hansen to approve the May 12, 2015, City Council Agenda as amended. The motion unanimously passed.
5. **Presentations & Proclamations:**
 - a) Mayor Domenighini read a Proclamation in recognition and support of the American Cancer Society “Relay for Life of Glenn County”.
6. **Public Comment/Written Communications:** None
7. **Consent Agenda:**

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

 - a) Approval of General, Payroll & Direct Deposit Check Registers (29521-29594; Z06243-Z006276; 33755-33776 & 34131-34153).
 - b) Approval of City Council Minutes of the April 14, 2015 regular meeting.
8. **Public Hearings:** None
9. **Ordinances:** None.
10. **Items introduced by City Council or Administrative Staff for discussion purposes only:** None
11. **New Business:**
 - a) Appointment of a representative to serve on the Glenn County Mosquito & Vector Control District on behalf of the City of Willows:

Recently the City received a letter from the Glenn County Mosquito and Vector Control District indicating there is currently a vacancy of an individual to represent the City of Willows on the Board due to the recent resignation of the former appointee, Russell Melquist. The Board has spoken to and interviewed former Council Member Vince Holvik, who has expressed a willingness to serve in this capacity, and they are recommending the City Council appoint Mr. Holvik as the representative for the City of Willows to serve a two-year term on the Glenn County Mosquito and Vector Control District Board of Trustees.

Staff is recommending that the Council appoint former Council Member Vince Holvik as the City's representative to serve on the Glenn County Mosquito and Vector Control District Board to replace resigning member Russell Melquist through the remainder of his current term until June 30, 2015 and then serve an additional two-year term to run from July 1, 2015 through June 30, 2017.

M/S – Yoder/Hansen to appoint Vince Holvik to serve as the City's representative on the Glenn County Mosquito and Vector Control District Board for a term to end on June 30, 2017. The motion unanimously passed.

- b) Consider approval of the renewal of the Contract for Services between the City of Willows and 3CORE, Inc. for fiscal year 2015/2016:

Each fiscal year it is necessary for the City to renew their membership commitment with 3CORE Inc. and establish a list of priority projects. The membership commitment for the City of Willows will moderately increase this coming fiscal year to \$5,500.

Staff is seeking Council approval to renew the annual contract commitment for the next fiscal year. Historically the City's return-on-investment has been approximately 10-to-1, or \$10 returned for each \$1 invested in the service. Staff believes it is prudent at this time to continue the City's membership in 3CORE and recommends Council approval for renewal.

M/S – Hansen/Mello to approval the renewal of the 2015/2016 Contract for Services between the City of Willows and 3CORE Inc. The motion unanimously passed.

12. Council Member Reports:

- Council Member Hansen reported that he had received a tour of the newly opened O'Reilly Auto Parts store. He stated that the store is very well stocked and it is busy and picking up new business every day. He also reported that he and Council Member Williams participated in the Lamb Derby parade representing the Willows City Council. Finally, he encouraged everybody to go to the Sycamore skate park to check out the newly painted mural in the skate bowl and he thanked Joe Flesher, Director of Youth for Christ, for spearheading the skate park mural project.
- Council Member Mello announced that he participated in the Lamb Derby parade as part of the Veterans group.

- Council Member Yoder stated that he had a good time at the Lamb Derby parade and the weekend softball tournament.
- Council Member Williams stated that he enjoyed the Lamb Derby parade and he also reported that he went to see the new mural in the skate bowl in Sycamore Park and that Joe Flesher and his volunteers did a great job with the mural.
- Mayor Domenighini gave an update on activities happening at the Willows Library. He announced that the Friends of the Library will be holding an Estate Book Sale from June 3 through June 6. The library recently received a large donation of over 4500 paperback and hardback books from a local estate. The books are in excellent condition, with most less than five years old. All books are \$0.50 each.

13. **Closed Session:** None. Removed under item 4 (a).

14. **Adjournment:** Mayor Domenighini adjourned the meeting at 7:25 p.m.

Dated: May 12, 2015

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

AGENDA REPORT

MEETING DATE: June 9, 2015

TO: Honorable Mayor and City Council

FROM: Steve Holsinger, City Manager

**SUBJECT: RESOLUTION CONSENTING TO THE IMPOSITION OF FY
2015/2016 SOLID WASTE MANAGEMENT PARCEL FEE**

STAFF RECOMMENDATION:

Adopt a resolution consenting to the extension of service charges imposed on improved real property within the incorporated area of the City of Willows for Fiscal Year 2015/2016 for the use and/or ability to use the Glenn County Solid Waste System.

BACKGROUND:

Each residential, commercial, and industrial parcel within the City is charged a fee for disposal of solid waste at the Glenn County Disposal site.

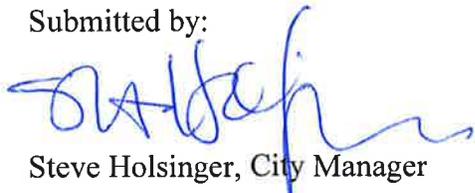
Section 5471 of the California Health and Safety Code provides for the Board of Supervisors of any county to establish a schedule of fees to be imposed for the operation and maintenance of county waste disposal sites. Section 5471 also provides that prior to imposing this fee, the Board of Supervisors shall obtain the consent of the legislative bodies of the cities.

For the fiscal year 2015/2016 the parcel fee is proposed to be \$42.74 per unit. This reflects no increase from the previous year.

STAFF RECOMMENDATION:

Adopt a resolution consenting to the extension of service charges imposed on improved real property within the incorporated area of the City of Willows for Fiscal Year 2015/2016 for the use and/or ability to use the Glenn County Solid Waste System.

Submitted by:

A handwritten signature in blue ink, appearing to read 'Steve Holsinger', is written over the printed name below.

Steve Holsinger, City Manager

RESOLUTION ___-2015

ANNUAL RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS CONSENTING TO THE EXTENSION OF SERVICE CHARGES IMPOSED ON IMPROVED REAL PROPERTY WITHIN THE INCORPORATED AREA OF THE CITY OF WILLOWS FOR FISCAL YEAR 2014/2015 FOR THE USE AND/OR ABILITY TO USE THE GLENN COUNTY SOLID WASTE SYSTEM

WHEREAS, California Health and Safety Code Section 5471 authorizes the setting and collection of charges for services and facilities furnished by the County in connection with water, sewer, and/or sanitation; and

WHEREAS, California Health and Safety Code Section 5471 dictates that revenues derived from the collection of charges for services shall be used only for the acquisition, construction, reconstruction, maintenance, operation of those water, sewer, and/or sanitation systems; and

WHEREAS, California Health and Safety Code Section 5473 provides for said fees to be collected on the tax roll; and

WHEREAS, the Glenn County Board of Supervisors has determined that it is in the best interest of the residents, businesses, and property owners in the County to have the ability to use the Glenn County Solid Waste System; and

WHEREAS, the Willows City Council, as a member of the Glenn County Waste Management Agency, supports the operation of the Glenn County Solid Waste System; and

WHEREAS, the City of Willows does not have a City solid waste disposal site;

NOW THEREFORE, BE IT RESOLVED that the Willows City Council does hereby consent to the extension of an annual fee of \$42.74 to be imposed upon each dwelling unit and commercial/industrial establishment located on the real improved property within the incorporated areas of the City for the purpose of using or having the ability to use the Glenn County Solid Waste Disposal System.

THIS RESOLUTION was passed by the Willows City Council this 9th day of June, 2015 by the following vote

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Larry Domenighini, Mayor

Natalie Butler, City Clerk

AGENDA ITEM

June 9, 2015

TO: Honorable Mayor Domenighini and Members of City Council
FROM: John Wanger, City Engineer
CC: Steve Soeth, Interim Public Works Director
SUBJECT: Authorization to Bid the Tehama Street Reconstruction Project

RECOMMENDATION

By motion, direct staff to publicly bid the Tehama Street Reconstruction Project and Appropriate \$225,000 from Gas Tax 2103 Funds (Fund 372)

SUMMARY

For the past several years, the pavement in the southbound lane of N. Tehama Street between Wood Street and Sycamore Street has been in very poor condition. The City's Public Works Department has been concerned with the condition of the pavement in this area due to the high volumes of traffic on Tehama Street.

In an effort to determine the cause of pavement failures in this one lane of traffic, the City contracted with a geotechnical firm to investigate soils issues in this area. Based on the findings from the investigation, engineering solutions have been identified. The solution is to completely reconstruct the southbound lane (closest to the curb) using a cement-treated base material overlaid with new pavement.

In addition to the paving, pedestrian ramps adjacent to the southbound lane will also be repaired or replaced to ensure that they are in conformance with the most recent ADA standards. The ramps to be repaired include the ramps on the west side of N. Tehama at W. Willow, Walnut and Sycamore Streets.

Bid documents for this project have been completed and the project is ready for bidding. The construction costs are estimated to be \$200,000 to \$225,000. Staff is seeking authorization from the City Council to bid this project. The project will be funded through Gas Tax and there is sufficient funds available for the project.

If the Council authorizes the bidding of this project, bids will be received sometime in mid to later July and work will begin sometime in August.

FINANCIAL CONSIDERATIONS

It is estimated that the overall cost for reconstructing the southbound lane of Tehama Street between Wood and Sycamore Streets will be between \$200,000 and \$225,000. It is recommending that funding for this project come from the Gas Tax Fund.

NOTIFICATION

None required.

ALTERNATE ACTIONS

None recommended.

RECOMMENDATION

By motion, direct staff to publicly bid the Tehama Street Reconstruction Project and Appropriate \$225,000 from Gas Tax 2103 Funds (Fund 372)

Respectfully submitted,

Approved,


John Wanger
City Engineer


Steve Holsinger
City Manager

Attachments: None

CITY OF WILLOWS – PUBLIC NOTICE

A Public Hearing was conducted and the following Ordinances passed first reading by title only at the City Council of the City of Willows at their May 26, 2015, regular meeting. The Ordinances will go before the City Council of the City of Willows for consideration of passage of second reading and adoption at their regular meeting of June 9, 2015.

Ordinance #711-2015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.25 DEFINITIONS OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.060 AND 18.25.080 REVISING THE DEFINITION OF FAMILY AND ADDING A DEFINITION FOR HOUSEHOLD WITH ALL OTHER TEXT TO REMAIN UNCHANGED

Ordinance #712-2015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.40 R-3 HIGH DENSITY RESIDENTIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.40.020(4) AND 18.40.040(1) ADDING TRANSITIONAL AND SUPPORTIVE HOUSING AS A PERMITTED USE WITH ALL OTHER TEXT TO REMAIN UNCHANGED

Ordinance # 713-2015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.45 R-P RESIDENTIAL-PROFESSIONAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.45.040(1) REMOVING TEXT REGARDING DENSITY WHICH DOES NOT COMPLY WITH GENERAL PLAN DENSITIES WITH ALL OTHER TEXT TO REMAIN UNCHANGED

Ordinance # 714-2015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.55 CENTRAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.55.020(18) ADDING WHERE TRANSITIONAL AND SUPPORTIVE HOUSING TO PERMITTED USES WITH ALL OTHER TEXT TO REMAIN UNCHANGED

Ordinance # 715-2015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.60 GENERAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.60.020(18) ADDING TRANSITIONAL AND SUPPORTIVE HOUSING TO PERMITTED USES WITH ALL OTHER TEXT TO REMAIN UNCHANGED

Ordinance # 716-2015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.125 COMPREHENSIVE SIGN LAW OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.125.020 AND 18.125.040(5) DELETING TEXT REGARDING CAMPAIGN SIGNS WITH ALL OTHER TEXT TO REMAIN UNCHANGED

SUMMARY OF ORDINANCES: The purpose of these Ordinances is to implement text amendments to the City's Municipal Code/Zoning Ordinance, as part of implementation of programs for the City's 2014-2019 Housing Element Update, with other text modifications to the Comprehensive Sign Law regarding campaign signs.

INTRODUCED and passed first reading on the 26th day of May, 2015, by the following vote:

Ayes:	Williams, Yoder, Mello, Hansen, Domenighini
Noes:	None
Absent:	None
Abstain:	None

Complete text of the proposed Ordinances is available during normal business hours at the Willows Civic Center, 201 North Lassen Street, Willows, CA 95988.

AGENDA ITEM

July 22, 2014

TO: Honorable Mayor Domenighini and Members of City Council

FROM: Steve Holsinger, City Manager

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

RECOMMENDATION

Staff recommends that the City Council approve by resolution renewal of the Professional Services Agreement with Wildan Engineering to provide General Planning & Environmental Services to the City of Willows throughout Fiscal Year 2015/2016

SUMMARY

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

The proposal is to provide Planning Services at levels consistent with current provisions, however a moderate increase in hourly billing rate is requested. Wildan Engineering Consultants currently serve Glenn County with Engineering Services. Contract extension will allow the City of Willows to be able to maintain a consistent one-day-per-week planner at city hall. Staff recommends approval of the Wildan request/proposal.

FINANCIAL CONSIDERATIONS -

Total expense is not anticipated to exceed allocated funding within the 2015/2016 fiscal work plan.

NOTIFICATION

Dean Sherer, Wildan Planning Services Group

RECOMMENDATION

Staff recommends that the City Council approve by resolution renewal of the Professional Services Agreement with Wildan Engineering to provide General Planning & Environmental Services to the City of Willows throughout Fiscal Year 2015/2016

Steve Holsinger

Attachments: Resolution authorizing extension of agreement
Exhibit "A" - Wildan Proposal Letter – dated June 3, 2015

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS
AND AUTHORIZING AN EXTENSION OF THE PUBLIC AGENCY AGREEMENT
WITH WILDAN ENGINEERING CONSULTANTS FOR GENERAL PLANNING
AND ENVIRONMENTAL SERVICES DURING FISCAL 2015/2016**

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows does hereby approve the Professional Services Agreement between the City of Willows and Wildan Consultants be extended throughout Fiscal Year 2016/2016.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 6th day of June, 2015, by the following vote:

AYES in favor of:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Larry Domenighini, Mayor

Natalie Butler, City Clerk

EXHIBIT A



June 3, 2015

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

Subject: Continued Contract Planning Services

Dear Mr. Holsinger:

It has been our privilege to serve as the City of Willows' contract planning staff for the past 6 years. It will be our pleasure to continue to serve the City of Willows in the same capacity in the coming fiscal year (2015-2016). Ms. Karen Mantele will continue to serve as the City's contract Planning Director, with additional technical support staff from Willdan available for her to call upon on an as-needed basis.

Willdan proposes the billing rate of Ms. Mantele's services for next fiscal year at \$100.00 per hour. This is an increase over her current rate of \$87.50/hr. This new proposed rate is comparable to rates charged by other consulting firms offering the same kinds of services. Also, Karen is providing a very high level of service to the City and has the support and appreciation of her colleagues in City Hall.

All work associated with the processing of development applications will continue to be tracked separately and the City will be fully reimbursed for these costs from developer deposits. In this manner, the City will continue to realize full cost recovery for these planning services. When combined with the 6 hours of planning administration work per week, Ms. Mantele will be devoting an average of 10-20 hours of effort per week to the City, dependent upon the level of development activity that occurs.

We appreciate the high value you and the City place on Karen's work. This proposed increase in her hourly rate will allow us, in turn, to compensate her at a higher level, commensurate with the quality of services she is providing Willows and her on-going commitment to the City.

If you have any questions, please contact Mr. Dean Sherer, Director of Planning at (562) 368-4862 or via e-mail at dsherer@willdan.com.

Respectfully submitted,

WILLDAN ENGINEERING

Daniel Chow, P.E.
President/CEO

cc: Ms. Mantele, Willdan

AGENDA ITEM

TO: Steve Holsinger, City Manager
FROM: Tim Sailsbery, Finance Director
SUBJECT: Special Meeting-2015/16 Budget Update

RECOMMENDATION

By consensus, establish a date and time for a special meeting on June 17 or June 29 or 30 to review the 2015/16 Budget

SITUATION (or BACKGROUND):

Council passed a two year budget in the spring of 2014 to cover 2014/15 and 2015/16. As we now have updated information as it pertains to 2015/16, a meeting to discuss adjustments to 2015/16 is appropriate.

The meeting will consist of a review of those items that are updated in the budget as well as to go over a list of items for Council to consider for inclusion in the 2015/16 Budget. A daytime Special Meeting is requested for June 17, June 29, or June 30. Based upon the outcome of this meeting, a resolution will be brought back at the July 14 meeting to approve the revised spending plan for 2015/16. .

FINANCIAL CONSIDERATIONS:

N/A

NOTIFICATION

N/A

ALTERNATE ACTIONS

1. Establish a date/time as requested for review of 2015/16 activity
2. Leave 2015/16 Budget as approved and handle updated appropriations on a case by case basis.

RECOMMENDATION

By consensus, establish a date and time for a special meeting on June 17 or June 29 or 30 to review the 2015/16 Budget

Respectfully submitted,



Tim Sailsbery
Finance Director
