

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, March 10, 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 City Council March 10, 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 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 Checking, Payroll Checks & Payroll Direct Deposit.
 - b) Consider approval of the City Council Regular Meeting Minutes for January 13, 2015.
 - c) Consider approval of the City Council Regular Meeting Minutes for January 27, 2015.
 - d) Consider adoption of a Resolution appointing Coastland Civil Engineering as the Engineer of Work for the City of Willows Landscape and Lighting Assessment District and direct the preparation of the Annual Engineer's Report for FY 2015-16.
 - e) Consider approval of appropriations as directed by the Council at the mid-year budget review meeting on February 19, 2015
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: None
10. Items introduced by City Council or Administrative Staff for discussion purposes only:
11. New Business: None
12. Council Member Reports:
13. Executive Session: None
14. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before March 6, 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.

The City of Willows is an Equal Opportunity Provider

Period

2/19/2015 TO 3/4/2015
2/11/2015 TO 3/4/2015 (PAYROLL)

General Checking 28545 TO 28588

Payroll Direct Deposit Z06068 TO Z06100

Payroll Checks 33666 TO 33709

APPROVAL DATE 3/10/2015

Approved

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Description
028545	02/19/15	CAL01	CALIFORNIA WATER COMPANY	1314.88	.00	1314.88	B50218	WATER EXPENSE 1/14/15-2/1
028546	02/19/15	CUM01	CUMMINS PACIFIC	869.11	.00	869.11	31358	FD ENGINE BREAK CONTROL
028547	02/19/15	DEM01	DEMCO, INC.	208.07	.00	208.07	512950	LIBRARY SUPPLIES
028548	02/19/15	EVE00	EVERGREEN NOTE SERVICING	100.00	.00	100.00	B50218	NOTE SERVICING JAN/FEB 20
028549	02/19/15	FP000	FRANCOTYP-POSTALIA, INC.	276.83	.00	276.83	310805	POSTBASE INKJET CARTRIDGE
028550	02/19/15	FRI00	FRIESEN COMPUTER COMPANY	135.00	.00	135.00	5837	ONSITE SERVICE BAYLISS LI
028551	02/19/15	MAT01	MATSON & ISOM TECHNOLOGY	210.00	.00	210.00	49107	INSTALL/CONFIGURE CARS
				2965.00	.00	2965.00	49204	MANAGED PARTNER AGREEMENT
			Check Total.....:	3175.00	.00	3175.00		
028552	02/19/15	MID03	MIDWEST TAPE	237.89	.00	237.89	534865	LIBRARY TAPES
028553	02/19/15	OCL00	OCLC, INC.	68.00	.00	68.00	372964	MONTHLY SUBSCRIPTION FEB
028554	02/19/15	PGE01	PG & E	25.74	.00	25.74	B50218	P.G. & E. 1600 S TEHAMA
028555	02/19/15	SAC08	SACRAMENTO VALLEY MIRROR	243.00	.00	243.00	13122	LEAF COLLECITON NOTICE
028556	02/19/15	SHE01	SHELBY'S PEST CONTROL	33.00	.00	33.00	B1933-7	BUILDING MAINT FIRE DEPAR
028557	02/19/15	THA01	THAT'S ENTERTAINMENT	350.00	.00	350.00	B50218	CHAD BUSHNELL 6/27/15 HOT
028558	02/19/15	THO04	THOMSON REUTERS/BARCLAYS	145.00	.00	145.00	213405	PUBLIC SAFETY SUBSCRIPTIO
028559	02/19/15	USB04	U.S. BANK CORPORATE PAYME	3542.64	.00	3542.64	B50218	JANUARY STMT PER ATTACHED
028560	02/19/15	VER02	VERIZON WIRELESS	516.47	.00	516.47	B50218	TELEPHONE EXP. 12/27/14-0
			Cash Account Total.....:	11240.63	.00	11240.63		
			Total Disbursements.....:	11240.63	.00	11240.63		

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
028562	02/27/15	BAK06	BAKER & TAYLOR BOOKS	430.63	.00	430.63	136469	NEW PRINT MAT. LIBRARY
028563	02/27/15	BAT00	BATTERIES PLUS - 311	47.26	.00	47.26	333382	STOP SIGN BATTERY
028564	02/27/15	VOID	VOIDED CHECK					
028565	02/27/15	COA00	COASTLAND CIVIL ENGINEERI	88.50 138.75 4880.00 133.21 5122.50 395.00 2235.00 395.00 416.25 485.00 4155.00 967.50 6546.25 6736.15 2506.25 92.50	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00 .00	88.50 138.75 4880.00 133.21 5122.50 395.00 2235.00 395.00 416.25 485.00 4155.00 967.50 6546.25 6736.15 2506.25 92.50	36818 36820 36823 36830 36833 36836 36837 36898 36906 36910 36911 36915 36917 36966 36967 63822	ST MONICA SCHOOL THROUGH STARKWEATHER DEV THROUGH UPDATE CONSTRUCTION STAND CONTERRA BROADBAND THROUG WILLOWS SR APTS THROUGH 1 CITY ENGINEERING THROUGH TEHAMA ST RECONSTRUCTION T CITY ENGINEERING THROUGH SACRAMENTO BUTTE RECONSTRU MORGAN CAR WASH THROUGHT TRACTOR SUPPLY THROUGH 01 CONTERRA BROADBAND THROUG WILLOWS SR APT THROUGH 01 TEHAMA ST RECONSTRUCTION CAL WATER TREATMENT THROU MORGAN CAR WASH THROUGH 1
			Check Total.....:	35292.86	.00	35292.86		
028566	02/27/15	COM16	COMCAST CABLE	140.60	.00	140.60	B50226	INTERNET FD 2/19-3/18/15D
028567	02/27/15	COR02	CORBIN WILLITS SYSTEMS	407.87	.00	407.87	B502151	CONT.SERV. FINANCEMAR 201
028568	02/27/15	EMP00	EMPLOYERS INVESTIGATIVE S	816.55	.00	816.55	084200	PROF SERVICES PD
028569	02/27/15	FGL00	FGL ENVIRONMENTAL	21.00	.00	21.00	570878A	BACTI ANALYSIS
028570	02/27/15	GLE05	GLENN CO. FLEET SERVICES	2658.48	.00	2658.48	FL1539	VEHICLE RENTAL & MAINT JA
028571	02/27/15	HOL05	STEVE HOLSINGER	300.00	.00	300.00	B50226	VEHICLE ALLOW. CITY MANAG
028572	02/27/15	L&T00	L & T TOWING	20.00	.00	20.00	20326	PD TOWING SERVICES
028573	02/27/15	LEM01	CAROL LEMENAGER	200.00 4.70	.00 .00	200.00 4.70	B50226 AB50226	VEHICLE ALLOW. RECREATION STOPWATCH BATTERY
			Check Total.....:	204.70	.00	204.70		
028574	02/27/15	LEO02	LEO GUNTHER ENTERPRISES	352.05	.00	352.05	5547	EQUIPMENT LABOR AND AUDIO
028575	02/27/15	MID03	MIDWEST TAPE	45.98 45.98	.00 .00	45.98 45.98	560202 573261	LIBRARY TAPES LIBRARY TAPES
			Check Total.....:	91.96	.00	91.96		
028576	02/27/15	OFF05	OFFICE DEPOT, INC.	162.15 87.58 288.95 136.89 60.20 42.89	.00 .00 .00 .00 .00 .00	162.15 87.58 288.95 136.89 60.20 42.89	072001 271001 361001 632001 633001 634001	PD PAPER ADMIN PAPER/POST ITS PD SHREDDER PD MISC OFFICE SUPPLIES PD BINDERS PD BINDERS
			Check Total.....:	778.66	.00	778.66		
028577	02/27/15	PEP02	PEPSI-COLA BOTTLING OF NO	9.00	.00	9.00	B50226	BUSINESS LIC OVERPMT REFU
028578	02/27/15	PER07	VAUGHN PERKINS	250.00	.00	250.00	B50226	RENT ELK CREEK LIB. MAR 2
028579	02/27/15	RAD00	RADIO GUYS	184.02	.00	184.02	14224	MOTOROLA REPAIR
028580	02/27/15	RWI01	RWI	105.00	.00	105.00	B50226	BUSINESS LIC OVERPMT REFU
028581	02/27/15	SAC08	SACRAMENTO VALLEY MIRROR	140.00	.00	140.00	B50227	ANNUAL SUBSCRIPTIONS ADMI
028582	02/27/15	SAF03	SAFETY TIRE SERVICE	442.51	.00	442.51	24931	TIRE #14 BACKHOE
028583	02/27/15	SAI02	TIMOTHY L. SAILSBERY	200.00	.00	200.00	B50226	VEHICLE ALLOW. FINANCE MA
028584	02/27/15	UNI02	UNIFORMS, TUXEDOS & MORE	569.21	.00	569.21	135324	HAT BADGES
028585	02/27/15	VER02	VERIZON WIRELESS	55.08	.00	55.08	248889	TELEPHONE EXP.LIBRARY 1/1
028586	02/27/15	VIV04	VIVANT SOLAR	55.00	.00	55.00	B50226	BUSINESS LIC OVERPMT REFU

RUN...: Feb 27 15 Time: 11:48
Run By.: JANE COLLINS

Cash Disbursement Detail Report
Check Listing for 02-15 Bank Account.: 1050

ID #: FY-DP
CTL.: WIL

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
028587	02/27/15	WAL07	WAL-MART COMMUNITY	249.03	.00	249.03	B50226	2/16/15 STMT PER ATTACHED
028588	02/27/15	WILHJ	WILLOWS PACIFIC ASSOCIATE	257102.00	.00	257102.00	B50226	CA DEPT OF HOUSING DRAWDO
Cash Account Total.....:				300923.47	.00	300923.47		
Total Disbursements.....:				300923.47	.00	300923.47		
Cash Account Total.....:				.00	.00	.00		

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
January 13, 2015

1. Mayor Domenighini called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Terry Taylor-Vodden led the Pledge of Allegiance.
3. **ROLL CALL:**

Present: Williams, Yoder, Mello, Hansen & Mayor Domenighini,
Absent: None

4. **Agenda Review:**
 - a) M/S - **Yoder/Hansen** to approve the January 13, 2015, City Council Agenda as presented. The motion unanimously passed.

5. **Presentations & Proclamations:**

Mayor Domenighini presented former Council Member and 2-time Vice Mayor Terry Taylor-Vodden & former Council Member and 2-time Mayor Jeff Cobb with plaques of appreciation for their past years of service on the City Council on behalf of the current City Council Members, City Staff and the Citizens of Willows.

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

7. **Consent Agenda:**

M/S – **Hansen/Mello** 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 (28260-28367; Z05882-Z05964; 33560-33588)
 - b) Adoption of a Resolution authorizing the City Manager to sign the Landscape Agreement with Caltrans and accept the Public access Easement associated with the new sidewalk with the Morgan Car Wash project & authorizing the City Clerk to cause recordation of the Easement with the County Recorder's Office.
 - c) Approval of the Minutes of the November 25, 2014, Regular City Council Meeting.
8. **Public Hearings:**
 - a) Conduct a Public Hearing regarding the 2014/2015 Appropriation Limit for the City of Willows and by motion, consider adoption of a Resolution establishing said limit.

The City is required annually to establish its appropriations limit by Council Resolution. The appropriation limitation imposed by Propositions 4 and 111 creates a restriction on the amount of revenue that can be appropriated in any fiscal year. The limit is based on the actual appropriations during the 1978-79 fiscal year and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit, only those that are designated as “proceeds of taxes” are included.

The City’s appropriation limit for fiscal year 2014-2015 is \$8,341,832. With qualified proceeds of taxes \$3,054,008 for the year, the City is \$5,287,824 under the limit. The City Auditor has reviewed the worksheets.

Mayor Domenighini opened the Public Hearing at 7:10 p.m. and hearing not comments, he closed the Hearing at 7:10 p.m.

M/S – Yoder/Hansen to adopt a Resolution of the City of Willows establishing the 2014/2015 Appropriation Limit. The motion unanimously passed.

- b) Conduct a Public Hearing, discuss and provide comment, close the Public Hearing and consider adoption of a Resolution certifying a Negative Declaration for an updated Housing Element, Repealing the existing 2010 Housing Element and adopting the 2014-2019 Housing Element for the City of Willows:

The Housing Element is a mandatory element of the General Plan and is subject to a substantial number of State Laws, and is the only element subject to a five year re-adoption requirement. In addition each Housing Element must be reviewed and certified by the State Department of Housing and Community Development (HCD) as being in accordance with the extensive body of state law.

The State of California Housing Element Law, enacted in 1969, mandates that local governments adequately plan to meet the existing and “projected housing needs of all economic segments of the community” (Government Code 65580). The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development. New legislation through Senate and Assembly Bills are created each time an update takes place. This update has several bills associated with the update including SB 1802, AB 1387, AB 2184, AB 2511, AB 2634, AB 782, SB 1206, SB 1210, SB 2, SB 375, SB 745 and the one that was of utmost importance this round was SB2 which requires zoning available for emergency shelters and supportive and transitional housing. There were bills related to housing that were made a requirement of this update, as the state has responded to the continuing lack of affordable housing with legislation that requires greater commitment from local governments and ties funding sources to housing element certification. The legislation also provides for stronger penalties for failing to comply with state housing law. Local governments, therefore, have multiple incentives for adopting a housing element that is certified by HCD.

Throughout California, jurisdictions are struggling to plan for housing and comply with state housing element law. It should be pointed out that state law explicitly indicates that jurisdictions

are not expected to spend any of their own funds in carrying out the objectives of this element. It is not the City's responsibility to guarantee or ensure the housing units that are needed to accommodate population growth are constructed. Instead, the City's obligations under the state law are to: (1) provide adequate, appropriately zoned sites to meet the existing and projected housing needs of all economic segments of the community, (2) eliminate any constraints to the private development of a supply of housing to meet the needs of all economic segments of the community, and (3) facilitate the actions required of the development industry in providing an adequate supply of housing.

A housing element must identify available sites that can accommodate the Regional Housing Needs Allocation (RHNA). The projected housing need fair share allocation for the City of Willows (RHNA) are 63 housing units for the 2014-2021 planning period. This total includes 15 units for very low income households, 11 units for low income households, 11 units for moderate income households and 26 units for above moderate income households.

The first step in identifying adequate sites is preparing an inventory of land suitable for residential development. California Government Code Section 65583.2(a) specifically provides that land suitable for residential development includes vacant and underutilized land. This land must be zoned and designated to allow for residential development during the planning period. The current Housing Element addresses the 2009-2014 planning period. It was adopted in June 8, 2010 and certified by HCD on September 9, 2010. The proposed Housing Element before the Council this evening, when adopted, will address the 2014-2019 planning period.

On February 25, 2014 the City Council authorized the City Manager to sign a services agreement with Pacific Municipal Consultants (PMC) for consultant services to prepare the 2014-2019 Housing Element update. PMC was selected for their wide range of Housing Element knowledge and experience.

On May 21, 2014 a public community stake holder meeting to address the housing needs was held at city hall. The public comments from this meeting were a concern with the lack of a variety of housing for senior citizens.

On July 16, 2014 a preliminary draft of the Housing Element Update was prepared by PMC and was presented to the Planning Commission at a public meeting held. Comments received from the hearing were incorporated into a revised draft which was then sent to HCD for their initial review on July 18, 2014.

On September 16, 2014 the City received a response from HCD regarding their review which indicated that the draft element did address many statutory requirements; however additional information would have to be re-submitted for their review in order to comply with State housing element law (Article 10.6 of the Government Code).

On October 9, 2014 the revised preliminary draft was submitted to HCD. During that time, public comments were welcomed and the draft was made available to the public and on the City's website for review.

On November 18, 2014 the City and consultant discussed with HCD additional items that were still required per legislation. A revised draft was submitted to HCD on November 18, 2014 through the consultant, addressing issues that HCD felt needed enhancement or clarification.

On December 4, 2014 the City of Willows received a compliance letter from HCD stating the housing element was in compliance with state housing law and the City can move forward with the element adoption process.

The following is a summary of the actions the City will need to complete during the 2014-2019 planning period to meet the housing need:

- Revise the zoning ordinance to provide consistency with the General Plan residential densities by removing the 14 dwelling unit per acre maximum in the density established in the R-3 and R-P zoning districts by October 2015.
- Adopt a zoning Ordinance by June 2015 to allow transitional and supportive housing to be treated as residential uses pursuant to SB 2, Statutes of 2077 and the requirements of GC Section 65583)a)(5). The City must monitor and report on the results of this and other programs through the annual progress report, required by GC Section 65400.

The project was reviewed pursuant to and under the California Environmental Quality Act (CEQA). The City noticed and circulated an Initial Study/Negative Declaration for a 30-day public review period, beginning on August 7, 2014 and ending on September 5, 2014. No comments were received from the public.

At this time Staff is recommending the Council open the Public Hearing, discuss and provide comment, close the Public Hearing and if appropriate, adopt the Mitigated Negative Declaration and adopt the 2014-2019 Housing Element of the General Plan.

Mayor Domenighini opened the Public Hearing at 7:18 p.m. and hearing no comments, subsequently closed the Public Hearing at 7:18 p.m.

M/S Hansen/Yoder to adopt a Resolution of the City Council of the City of Willows, State of California, certifying a Negative Declaration for an updated Housing Element, repealing the existing 2010 Housing Element, and Adopting the 2014-2019 Housing Element. The motion unanimously passed.

9. **Ordinances:** None.

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

- The City Manager reminded the Council about the Fire Department Installation Dinner at the Fire Department this Saturday, January 17 at 7:00 p.m.

11. New Business:

- a) Consider acceptance, by motion, of the audited Financial Statements of the City of Willows as of and for the Fiscal Year ending June 30, 2014:

The City's Auditor Roy Seiler, CPA, has completed the annual audit of the financial statements for the City. Mr. Seiler was present at the meeting and gave the Council a brief overview of his findings during conducting the audit, stating that the City's financial records are in very good shape and that revenues exceeded expenditures. With that, Staff is recommending that the Council consider acceptance of the audited financial statements for the City.

M/S – Mello/Yoder to accept the audited financial statements of the City of Willows as of and for the fiscal year ending June 30, 2014. The motion unanimously passed.

- b) Discuss and provide comments on the draft Multi-Family Residential Design Guidelines and consider adoption of a Resolution adopting the new Guidelines for the City of Willows:

On April 9, 2013 at a Joint Commission/City Council workshop, the Commission expressed the desire to implement Multi-family residential design guidelines for future multi-family development projects. Currently the Willows Municipal Code, Section 2.45 - Architectural Design Review - spells out the criteria for Design Review Approval, however is not specific to multiple family residential developments. The proposed Design Guidelines will be used as a guideline by developers when bringing projects forward for development in the City within R-2, R-3, RP, CC, CG and CH zoning districts.

On May 15, 2013 the Commission and Staff started the process by reviewing other cities' multi-family residential design guidelines for ideas on what they felt would bring about a project that would complement the city. Through subsequent meetings over the past year and half, the Commission has reviewed the text of the guidelines which are before the Council this evening. By a unanimous vote at the December 17, 2014 meeting, the Commission made a motion to forward the draft guidelines to the City Council for review and adoption. Presented to the Council this evening is the final draft with photos added to emphasize the design guidelines text.

Staff is recommending the Council discuss, provide comments as appropriate, and adopt the Multi-family residential design guidelines which are being presented to them.

M/S – Hansen/Yoder to adopt the Multi-Family Residential Design Guidelines as presented. The motion unanimously passed.

- c) Consider authorizing a \$2000 increase out of the City's Community Discretionary Funds to help fund the previously Council-approved project in conjunction with the repairing and repainting of the Sycamore Skateboard Park by Joe Flesher:

This past August, Youth for Christ Director Joe Flesher approached City Staff with an idea to prevent graffiti and vandalism to the skateboard park by allowing those that use the park to paint

a mural or design on the concrete surface. During the August 12, 2014 Council Meeting, Council adopted a Resolution in support of this project and initially allocated \$500 toward completion of the project. Recently Mr. Flesher advised City Staff on the status of the project and some potential pitfalls of following through with inferior paint products in completion of the repainting process. Mr. Flesher had some professional painting distributors/consultants visit the skate park this past November and provide recommendations concerning the proper products and procedures for this type of project.

As a result of this additional information gathered by Mr. Flesher, he contacted the city, as originally instructed, to inquire about an increase in funding for the project. The January 13th meeting was the first available meeting to present this request to the City Council for consideration. Staff wholeheartedly supports the request and enthusiastically recommends approval of an additional \$2000 in funding to adequately complete the necessities of the project.

Adequate funding is available in the City's Community Discretionary Funds; current balance of \$121K through the end of November. No formal Resolution is required since an augmentation would be codified during the mid-year budget review process, charging fund 330.5760.075 as the expenditure account.

M/S – Hansen/Yoder to authorize a \$2000 increase in funding for the previously approved repair and repaint of the Sycamore Skate Park by Joe Flesher, Youth for Christ Director. The motion unanimously passed.

- d) Staff is seeking direction from the Council concerning the possible alteration or modification of the current Façade Improvement Guidelines adopted by a Resolution of the City Council on October 13, 2014:

The City Manager explained that at their December 9, 2014, Council Meeting some discussion under Public Comment facilitated by Rae Ann Titus, an applicant participating in the Façade Improvement Program, resulted in Council direction to staff to agendize a discussion item at tonight's city council meeting. There was not a clear direction from the Council as to what they were seeking. There was some discussion at that time about the examination of an appeal process for a Façade Improvement Application denial. Included with the staff report in tonight's agenda is a copy of the Façade Improvement Guidelines, and there is no provision for an appeal process for the denial of a Façade Improvement Application, nor does the City Manager believe there is any reason to be.

Since its inception in 2008, the Façade Improvement Program has served the community admirably and has provided Façade Improvement funding assistance to property and business owners in the Central Commercial (CC) Zoning District. To date this program has been extremely successful and responsible for over \$100,000 worth of capital improvements for businesses in the Downtown Commercaill Core. This success can only be attributed to the dilligent efforts of the Greater Willows Improvement League (GWIL).

Since the Façade Improvement Program's original adoption in 2008 the program has constantly been reviewed, revised and improved; most recently in October of 2014 when the Council

expanded the boundaries of the program's applicability and also increased the amount of funding for Façade Improvement mini-grants.

Presented to the Council in the agenda packet is the original Staff Report dated October 28, 2014 associated with the Titus Façade Improvement Application, the Adopted City Council Resolution and the current Façade Improvement Program Guidelines. Staff is not recommending any changes to the current program, adopted Resolution or specific requirements associated with the Titus Façade Application. At the time of this report, ongoing discussion between GWIL and Mrs. Titus is systematically proceeding toward a potential agreement on differences involving color selections. Staff is confident the program process & procedures are the most advantageous avenue to resolve these issues. No intercession, modification or alterations to the program are recommended at this time.

The Façade Improvement Program is a process that is run solely by an independent group of volunteers known as the Greater Willows Improvement League (GWIL) and the past success of the Façade Improvement Program can only be attributed to their efforts. They serve the City well and advise the City on the various projects as the guidelines are laid out. The program and the GWIL have worked out well for over six years now and the City Manager stated that he does not see a need for any changes. Until now, there has never been a challenge to any past Façade Improvement Project ever. He doesn't believe there is a need for any change to the program so he encouraged the Council to think very careful about amending the program, and he thinks the members of the GWIL need to be congratulated for their diligent efforts over the years in maintaining the standards that have improved the City's downtown core. Staff is trying to work with the Council to see where they want to go with the program. He believes the program is fine and there is a process and procedures in place and he thinks that if there is any difficulty in this particular instance, it is because the Council had allowed an exception to this particular application, and sometimes when you allow exceptions, the next thing becomes an expectation and demands for changes that are absolutely not necessary. In retrospect when you look back at what has occurred in this particular application process with the Titus project, it should have been run through the whole process just like every other application that has come through and it should have been thoroughly reviewed and vetted by the GWIL with a recommendation coming to staff to move it forward to the Council. In this case that didn't happen and now the program guidelines are coming into question. He stated that doesn't believe that the program needs to be questioned or that the GWIL needs to be questioned. He thinks that when the Council authorized the Resolution that the project could be funded, they conditioned it appropriately upon the approval of the GWIL. That approval process has not taken place yet, therefore, even if the applicant & the GWIL members are deadlocked, he believes that it is up to the applicant and the GWIL committee to work those things out and he doesn't believe it should be up to staff or the Council to intervene to try to work those issues out. It was the Council that set the conditions in the Resolution to begin with. So there is an adopted Resolution in effect that has tied any funding of this project to an approval by the GWIL and all of the administrative procedures being addressed and that hasn't occurred yet therefore no funding has been supplied.

The applicant for this project, RaeAnn Titus, addressed the Council and thanked them for listening and she thanked the GWIL committee for reviewing the project. She indicated that she doesn't think that she and the GWIL have a huge issue regarding the project application but they

have a little glitch that they need to resolve. Mrs. Titus distributed and read a letter to the Council from her and her Husband, Ben Titus, expressing their concerns. Highlights of the letter included the following:

- The Titus' are requesting that the City Council amend its original resolution and approve this application in full with the color of paint originally provided in the application and allow the Titus' to proceed in finishing their building project and receive grants funds due to them per the guidelines of the City of Willows Façade Improvement Program.
- According to the GWIL status report that was provided to the City Council dated Dec 8, 2014, the GWIL is unwilling to approve Ben and RaeAnn Titus' application due to the fact "they are only doing a "repaint" as their color choice is too similar to the current color of the building". Nowhere has it been provided to the applicants that the GWIL has the right to pick the applicant's paint color.
- The color choice that the GWIL is asking the applicants to paint has several issues to the applicants. According to their professional painter, darker colors are not recommended on exteriors of buildings. To summarize his statements - darker colors will be difficult and more costly to maintain due to faster fading and will need to be repainted more often. Using these darker colors can put the provided energy calculations in jeopardy. Essentially this could put the building out of compliance with the city building code.
- Applicants believe the GWIL is reaching beyond its scope as a committee. The applicants assert that they are being mandated to meet additional conditions that are not part of the application procedure and eligibility requirements. Mrs. Titus maintains that the GWIL committee is taking away the applicants' right to access the public grant funds that are available to the building owners by putting undue conditions upon applicant. Applicants have the option to use color consultants, but nowhere does it say they are mandated to do so. The applicants are being told that they either use one of the provided colors that the GWIL recommended or they will not receive any funding.
- Applicants allege that the GWIL is not acting legally in their capacity as an ad hoc or advisory committee. Whichever one this committee falls under, applicants claim that they must meet all Brown Act and State requirements - having agenda's, keeping accurate minutes or records of their meetings, have defined voting members and officers, etc. Applicants have asked for minutes of GWIL meetings and were provided with "discussion notes". Additionally, applicants have asked to be informed of whom the voting members of the GWIL are, and to date, no one - including the GWIL committee or the City - has been able to answer this question.
- Applicants state that the same color that they are asking to paint their building has previously been approved by the GWIL when the Atlas Law firm requested the same colors in 2009.

- The GWIL group and the applicants met again on Jan 6th to try to work this out before the meeting. Everybody agreed on a color and trim. When the applicants left the meeting, they stated that all parties (with all of the GWIL members present, minus Heather Baker) agreed in full to the new color selection. Two days later, the applicants received an email from GWIL President, Dana Owens, stating that the committee was not able to come to a consensus on the color.

The Applicants hope that the Council will use the aforementioned considerations in helping them move forward with this application. They hope the City Council will find it in their power to modify the original resolution and allow them to complete the improvements as submitted and receive reimbursements.

Terry Taylor-Vodden, GWIL member since its inception, addressed the Council on behalf of the GWIL. Mrs. Taylor-Vodden stated that the GWIL Committee has been very successful as an advisory board and they have brought many approved projects forward for approval of funding by the Council out of the monies that were designated for the Façade Improvement Program. GWIL was very fortunate from the beginning to have professional designers available as volunteers to offer their services free of charge in the application review process. The GWIL Committee was originally formed with the idea that they would offer these professional services to the applicants – particularly when there is a painting component. The GWIL is a volunteer service whose members receive no compensation. The Titus application which is under consideration here tonight was originally brought forward to the Council for approval with a negative recommendation by the GWIL Committee because of the color selection process and no agreement could be reached by the applicants on the color choice. As the City Manager earlier pointed out, the Council did make an exception when this project came before them because the project was already underway and in motion. Normally the GWIL will try to get up in front of the application/applicant going forward with a project until the GWIL has had an opportunity to fully review it and offer the services. Mrs. Taylor-Vodden stated that this brings up to her something that happened earlier in this evening's meeting when the Council voted to approve Design Guidelines for City Housing. In those Design Guidelines, it states specifically "while optimum design is difficult to define, the Design Guidelines establish a framework of design review which identifies the goals and review criteria for approval that an overall design concept must address. These guidelines will address areas of concern that will promote a quality design project in the end. An Applicant/Designer may propose an alternate approach to a guideline. In that case, it shall be the responsibility of the applicant(s) to demonstrate to City Staff and Commission how the proposal creates an equal or higher level of design quality that the guideline would provide. Early review of projects with staff is encouraged to receive feedback prior to investing a large amount of time and money". Those guidelines are really the basis of what the GWIL is working off of in the Titus application. The GWIL takes very seriously the fact that they make recommendations for dispersing money, and they are not just an approval board. She emphasized that nothing prevents the Titus' from painting their building the color they choose, it's simply that the GWIL will not recommend approval of funding it. At one point it was suggested that the Titus' pull the request for funding of the paint from their application, but they chose not to do so.

Mrs. Taylor-Vodden stated that nobody is more unhappy than the GWIL members that this item has come before the Council. It is always the GWIL's position that their role as a committee is to assist property owners with their projects with free volunteer professional advice to get the best quality project for the owner and the City, which is exactly what the Council proved tonight with the adoption of the City's Design Guidelines. The GWIL Committee operates under a similar set of guidelines and in this case the applicants have not met the standards, and they have not proposed an acceptable alternate standard; therefore it is not recommended for approval of Façade Improvement Funding.

Dana Owens, Presiding Officer of the GWIL Committee, addressed the Council. Ms. Owens stated that she believes there might be some liberty being taken by the applicants with the word "repaint" in the Façade Improvement Program guidelines. She views "repaint" as the repainting of a building and not the repainting of an existing color. The GWIL has never approved a commercial repaint with the same existing color. Repainting of a commercial building in the same color misses the premise of Façade "Improvement".

The City Manager stated that he agrees with Ms. Owens' comments that "repaint" doesn't mean that you repaint the building with exactly the same color. Additionally, he stated that going back to 2008, GWIL was founded as an unincorporated association formed under the Business & Professional Codes of the State of California. The GWIL was established by the City's cooperation with the group 3CORE, who did some research and found a way for the GWIL to be an independent body. They are not a City body, and they are not required to do anything related to the Brown Act as the applicant earlier stated, nor are they defined as a group under the Brown Act, and they have no requirements similar to what the City has regarding the Brown Act or any other regulations under the State for Open Meeting purposes. The GWIL is an independent advisory body solely comprised of volunteers and not an organization of the City. He stated that volunteers are essentially the backbone of the community and they do a tremendous amount of work for the City, including the volunteers for "Friends of the Library", the "VIPS" for the Police Department, and the volunteers for the Willows Fire Department to name a few. He stated that he doesn't believe that it is fair to be criticizing the volunteer efforts put forth by the GWIL. He believes the best solution to this particular situation is to let the applicants and the GWIL committee work this issue out, come back before the Council with a recommendation and move on from there. He doesn't believe that this is something that the Council should intervene in.

Once the Council heard from Staff, the Applicant and members of the GWIL, lengthy Council discussion ensued and it was ultimately the consensus of the Council that they would not get involved in mediating this matter between GWIL and the Applicant because they did not want to set precedence. They believe that the Façade Improvement Procedures that are currently in place are fine as written and do not require any amendments, revisions or alterations and the Façade Improvement Program has been highly successful since its inception. The Council recommended that the applicants submit a new application to the GWIL and move on from there and they reaffirmed that the applicants must meet the original Conditions of Approval that were laid out in the original adopted Resolution, which stated that ultimate Council approval of funding of the project is conditional upon the GWIL's recommendation of approval of all facets of the project.

- e) Staff is seeking direction from the City Council concerning the placement of City Council Members' personal contact information on the City Website:

During discussion at the City Council meeting held in December 2014, there was a request to have an item placed on this meeting agenda to discuss the possible placement of Council Members' personal contact information upon the City website. In the past, although no formal policy has been adopted by a former Council, the consensus has been to not place any specific contact information on the website, but rather make available contact information for the City Clerk and allow the Clerk to accept and distribute messages to each Council Member as necessary. This has facilitated city business communications effectively since inception of the website. Staff is seeking direction from the Council concerning any alteration or modification to past practice.

Council discussion ensued and it was ultimately the consensus of the Council to develop City-Sponsored emails with the "@cityofwillows.org" domain. No other personal Council information will be placed on the website, i.e., home addresses, home phone numbers, personal cell phone numbers, etc. Finance Director, Tim Sailsbery, stated that he would contact the City's IT provider, Matson & Isom to get the emails set up for the Council Members.

- f) Establish a date and time to conduct a special 2014-15 Mid-Year Budget Review Meeting.

It was determined that the 2014-15 Mid-Year Budget Review Meeting will be held on Thursday, February 19, 2015 at 11:00 p.m.

12. Council Member Reports:

- Council Member Hansen gave an update on the most recent Public Safety Subcommittee Meeting about ambulance services in the City of Willows. The Council requested that Fire Chief Peabody be present at the next Council Meeting to give the full Council an update on this topic.
- Police Chief Dahl gave the Council an update on current recruitment efforts in the Police Department.
- Mayor Domenighini gave an update on the most recent Utilities subcommittee Meeting.
- City Manager Holsinger gave the Council an update on the status of a USDA grant for the City's water system.
- Council Member Hansen reported that he attended the last Transportation Commission Meeting and stated that the Transit Meeting had been cancelled.
- Council Member Mello reported that he and Council Member Williams are scheduled to meet with the Chamber of Commerce the following week to review and possibly revise the funding allocation form that the Chamber submitted to the City.
- Council Member Williams reported that he and Mayor Domenighini both attended the recent 4-H Leader appreciation dinner. He also reported that he would be attending the new Mayor and Council Members Academy in Sacramento beginning tomorrow.

- Mayor Domenighini reported that the City's Public Works Superintendent, James Corneliussen, received a lifetime achievement award at the 4-H dinner that he attended. He also gave an update on Library & "Friends of the Library" activities, stating that the Library received an anonymous \$5000 donation. Lastly, he announced that Library Director, Jody Meza, was expecting a baby in July.

13. **Closed Session:** None

14. **Adjournment:** Mayor Domenighini adjourned the meeting at 9:44 p.m.

Dated: January 13, 2015

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

**MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
JANUARY 27, 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:**

<u>Present:</u>	Williams, Yoder, Mello, Hansen & Mayor Domenighini.
<u>Absent:</u>	None
4. **Agenda Review:**
 - a) It was **moved** by Council Member Yoder and **seconded** by Council Member Hansen to approve the January 27, 2015 City Council Agenda as presented. The motion unanimously passed.
5. **Presentations & Proclamations:** None
6. **Public Comment/Written Communications:** None
7. **Consent Agenda:**

It was **moved** by Council Member Hansen and **seconded** by Council Member 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.
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) Fire Chief Wayne Peabody will update the Council concerning the status of potential changes to Ambulance Service(s) in Glenn County and surrounding areas; including the possible impacts to the Willows community and public safety response times. Staff is seeking input from the Council concerning planning for future public safety contingencies:

Fire Chief Peabody explained that one of the major issues that the City is currently facing that is due to take effect March 16 is that the Enloe Ambulance Service is going to be

reduced in Colusa County, which will in turn impact the residents of Glenn County, as Enloe Ambulance is currently the main provider for ambulance services in the City of Willows and runs back-up service for the City of Orland.

Currently, the Willows Fire Department responds to roughly 800 medical aids each year between the Willows Rural & Willows City Fire Departments. Between 15 to 20% of the time the response time has been 20 minutes or more. The local Enloe ambulance responds to roughly 2500 calls per year – between transfers out of Glenn Medical Hospital and 911 calls in surrounding areas. The City also uses Westside Ambulance for back-up ambulance service in the City of Willows when the Enloe ambulance is either on a call or transferring a patient, however, Westside is based in Orland. This service has worked well for the City in the past. Times and business practices are now beginning to change and currently in Colusa County they are running roughly 1500 calls per year between 2 ambulances and Enloe Ambulance has decided to reduce 1 ambulance for a 24 hour period and 1 ambulance for a 10-hour shift. What that means is that one ambulance will run from 11:00 a.m. to 9:00 p.m. and after 9:00 p.m., they will only have one ambulance available to cover the entire county. When that ambulance has a call, they will move the Willows Enloe ambulance to the Williams area to cover. This means Willows will only have Westside Ambulance as a back-up to cover all of Willows, which will in turn leave Orland without an ambulance. When this occurs, between 20 to 25% of the time a person may be waiting on-scene between 40 to 50 minutes for an ambulance to respond to the area.

The other issue is that Willows Fire provides dispatch for everybody in the City and in the surrounding rural areas except Orland, Capay and Hamilton City. This means that if there is a firefighter sitting on scene of a medical aid call for nearly an hour, there will be no fire dispatching out of the South County until volunteers come back to cover the Fire Station.

Fire Chief Peabody stated that there are some alternative options and definite possibilities that the City and the County should look at to alleviate these issues. He stated that this is not just a City of Willows issue, but it is also a Glenn County issue because it will also affect the Orland area because there will be times when they will have no ambulance service available at all because everybody will be shifting around to cover calls. He believes this is a regional issue and it will affect Colusa County as well. Chief Peabody stated that his hope is that the City would talk to the County Board of Supervisors and everybody can start looking at some possible solutions. Chief Peabody stated that this is one of those situations that will have a huge impact on the community.

Council and staff discussion ensued and Mayor Domenighini asked if staff had any recommendations on how to move forward. Chief Peabody stated that his recommendation is to have the Public Safety subcommittee meet with the Board of Supervisors and discuss the issues locally and urge them to start talking regionally and he hopes all bodies can work cohesively to work through this issue which will affect the entire citizenry of the County.

Mayor Domenighini inquired whether the Board of Supervisors has any sort of a Public Safety subcommittee. City Manager Steve Holsinger stated that he did not believe that they do, but that typically what the Council might want to do is to address the Board Chair and Vice Chair and ask them to take an item before the Board for their discussion and assignment of a subcommittee.

Council gave staff direction to have the Public Safety Subcommittee meet with Chief Peabody and the City Manager and possibly members of the Board of Supervisors to begin seeking out solutions and alternatives and to report back to the Council after a meeting is held. The City Manager stated that he would talk to the Chair of the Board of Supervisors the following day and get something in the works to have a meeting.

12. Council Member Reports:

- Mayor Domenighini, Council Member Hansen and City Manager Holsinger gave an update on the Utilities subcommittee meeting that was held the previous Friday with the subcommittee, the Interim Public Works Director, the City Manager, representatives from California Water Service and representatives from the USDA. They are looking for some grant funding or loan funding options to perform necessary infrastructure improvements & upgrades to the City's water system south of town.
- Council Member Yoder gave a report on the Transit Committee meeting that he attended on January 1.
- Council Member Hansen gave a report on the Transit Committee & Transportation Commission meetings that he attended on January 1.
- Council Member Mello gave an update on his and Council Member Williams' meeting with members of the Chamber of Commerce to discuss a methodology for the City Funding of City of Willows-specific Community Events put on by the Chamber of Commerce.

13. Executive Session: Pursuant to California Government Code Sections 54950 et seq., the City Council entered into a closed session at 7:56 p.m. on the topics indicated below:

- a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION pursuant to Section 54954.5
- b) CONFERENCE WITH LABOR NEGOTIATOR(S) pursuant to Section 54957.6
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:

The Council reconvened into open session at 9:54 p.m. Mayor Domenighini announced that no reportable action was taken by the Council and direction was given to Staff.

15. **Adjournment:** Mayor Domenighini adjourned the meeting at 9:54 p.m.

Dated: January 27, 2015

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

AGENDA ITEM

March 10, 2015

TO: Honorable Mayor Domenighini and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Landscape and Lighting Assessment District – Approve the Resolution appointing Coastland Civil Engineering as the Engineer of Work for the City of Willows Landscape and Lighting Assessment District; direct the preparation of the annual Engineer's Report for FY 2015 - 16

RECOMMENDATION

Approve the Resolution appointing Coastland Civil Engineering as the Engineer of Work for the City of Willows Landscape and Lighting Assessment District; direct the preparation of the annual Engineer's Report for FY 2015 - 16.

SUMMARY

The Willows Landscaping and Lighting Assessment District ("District") was initially formed by the City in 2005 to pay for costs associated with maintaining landscaping and maintenance in the Birch Street Village subdivision; (Zone A), in accordance with the Landscaping and Lighting Act of 1972 ("Act").

The Landscaping and Lighting Act requires that the City undertake certain proceeding for any fiscal year in which assessments are to be levied and collected. These proceedings are typically accomplished at three separate Council meetings with the following actions:

- 1) Adopt a resolution appointing the Engineer of Work and directing the preparation of the annual Engineer's Report.
- 2) Approve the Engineer's Report, declare the City Council's intent to levy assessments and set a date for a public hearing.
- 3) Conduct a public hearing and authorize the levying and collection of assessments for the upcoming fiscal year.

The attached resolution begins the proceeding for the FY 2015 - 16. The Engineer's Report will analyze the anticipated costs and determine the corresponding assessments amounts. The City Council can make changes to the Engineer's Report once it has been prepared and filed. The Engineer's Report should be approved by the City no later than the end of June of each year so that the information can be transmitted to the County for the inclusion on the tax roles. The County needs to have all information transmitted and correct no later than August 10th of each year. In order to meet this schedule and comply with the regulations of the Streets and Highways code for this type of Assessment District, the assessment engineering process should begin now.

FINANCIAL CONSIDERATIONS - None; costs associated with the Annual District Assessment Engineering Services are covered expenses within the assessments ultimately levied.

NOTIFICATION

None required at this time.

ALTERNATE ACTIONS

None recommended.

RECOMMENDATION

Approve the Resolution appointing Coastland Civil Engineering as the Engineer of Work for the City of Willows Landscape and Lighting Assessment District; direct the preparation of the annual Engineer's Report for FY 2015 - 16.

Respectfully submitted,



Stephen A Holsinger
City Manager

Attachments: Resolution Appointing the Engineer of Work and directing the filing of the Annual Engineer's Report.

**CITY OF WILLOWS
CITY COUNCIL
RESOLUTION NO. ____ - 2015**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPOINTING
COASTLAND CIVIL ENGINEERING AS THE ENGINEER OF WORK FOR THE CITY
OF WILLOWS LANDSCAPING AND LIGHTING SPECIAL ASSESSMENT DISTRICT
AND DIRECTING THE PREPARATION AND FILING OF THE ENGINEER'S REPORT
FOR FISCAL YEAR 2015/2016 (PURSUANT TO THE LANDSCAPING AND
LIGHTING ACT OF 1972)**

WHEREAS, on October 11, 2005 the City Council adopted Resolution #22-2005; authorizing the formation of the Assessment District to levy and collect assessments pursuant to the Landscape and Lighting Act of 1972; and

WHEREAS, the City Council intends to levy and collect assessments within the Assessment District during FY 2015 - 16, located in the City of Willows, Glenn County; and

WHEREAS, pursuant to Section 22622 of the Streets and Highways Code, the City Council must annually appoint the Engineer of Work and direct the preparation and filing of the annual Engineer's Report in order to levy and collect assessments on any following fiscal year; and

WHEREAS, Coastland Civil Engineering, serves in the capacity of City Engineer and has demonstrated the expertise necessary to prepare the annual Engineer's Report.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Willows does hereby appoint Coastland Civil Engineering as the Engineer of Work for the City of Willows Landscaping and Lighting Assessment District and is hereby directed to prepare and to file the Annual Engineer's Report showing any changes, pursuant to Section 22622 of the Streets and Highways Code.

PASSED AND ADOPTED by the City Council of the City of Willows this 10th day of March, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Larry Domenighini, Mayor

ATTESTED:

Natalie Butler, City Clerk

AGENDA ITEM

TO: City Council
FROM: Tim Sailsbery, Finance Director
SUBJECT: Appropriation Request-Mid Year Review

RECOMMENDATION

Approve, by motion, the appropriations as noted in Exhibit 1

SITUATION (or BACKGROUND):

At the mid year budget review, held on February 19, staff presented several items to Council for requested appropriation. Those items are noted on Exhibit 1. Council, by consensus, instructed staff to return to a regularly scheduled City Council meeting to vote on the items noted.

FINANCIAL CONSIDERATIONS:

General Fund- \$73,000

NOTIFICATION

N/A.

ALTERNATE ACTIONS

1. Approve appropriations and provide direction to staff.
2. Request additional information from staff.
3. Reject items.

RECOMMENDATION

Approve, by motion, the appropriations as noted in Exhibit 1

Respectfully submitted,



Tim Sailsbery
Finance Director

Attachments:

- Exhibit 1 Items for Appropriation
-

City of Willows
Items for Appropriation/Transfer Request
Based on FY 2014/15 Mid Year Presentation

Exhibit 1

		<u>Appropriation Request</u>	
Building Department-	Additional professional services associated with contract building inspection (\$14K) and contract building plan check (\$6K)	301.4120.090	\$ 20,000
Police-	Overtime associated with shift coverage due to vacancy and modified duty situations.	301.4002.100	\$ 50,000
Fire	Additional costs of vehicle repair and firefighter equipment	301.4115.150	\$ 3,000