

CITY COUNCIL

Jeffrey T. Cobb, Mayor
Terry Taylor-Vodden, Vice Mayor
Larry Domenighini, Council Member
Lawrence Mello, Council Member
Gary L. Hansen, 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 25, 2014

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 25, 2014, Agenda.
5. **Presentations & Proclamations:**
 - a) Mayor Cobb will present a "Sexual Assault Awareness Month" Proclamation to Shalae Bain of Rape Crisis Intervention & Prevention.
 - b) City Engineer John Wanger will give the Council an update on the City's Pavement Management Program. (Presentation materials and handouts will be made available at the time of the meeting).
 - c) Public Works Director Skyler Lipski will give the Council an update on the Waste Water Treatment Plant permit and an overview of the City's Sewer Master Plan. (Presentation materials and handouts will be made available at the time of the meeting).
6. **Public Comment / Written Communications:** Members of the public wishing to address the Council on any item(s) ***not on the agenda*** may do so at this time when recognized by the Mayor/Vice Mayor; however, no formal action will be taken unless placed on a future agenda. (***Public Comment is generally restricted to three minutes***).
7. **Consent Agenda:** Consent items are considered to be routine by the City Council and will be enacted in one motion. There will be no separate discussion on these items unless a Councilperson or citizen requests, in which event the item will be removed from the consent agenda.
 - a) Consider approval of General, Payroll & Direct Deposit Check Registers.
 - b) Consider approval of the City Council Minutes for the regular meeting held on March 11, 2014.
 - c) Consider adoption of a Resolution declaring certain City Property as Surplus and authorizing the sale or disposal of same.
 - d) Consider approval of a funding request by the League of California Cities to participate in an ongoing Statewide Streets and Roads Needs Assessment Project.

- e) Approve appropriations and transfers as directed by the City Council during the Special Mid-Year Budget Review Meeting held March 11, 2014.
8. **Public Hearings:** None
(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).
9. **Ordinances:** None
10. **Items introduced by City Council or Administrative Staff for discussion purposes only:**
11. **New Business:**
- a) Council will revisit the discussion/direction(s) provided to staff during the July 23, 2013 regular City Council Meeting in which they approved a contract for Special Counsel. (Informational only. No recommended action to be taken at this time).
- b) Finance Director Tim Sailsbery will give the Council a report on the City's Information Technology consultant and administrator. (Informational only. No recommended action to be taken at this time).
- c) Consider approval of letters of support for Public Library Proposal to go before the State Legislative Budget Subcommittees in April.
12. **Council Member Reports:**
13. **Executive Session:** Pursuant to California Government Code Sections 54950 et seq., the City Council will hold a Closed Session. More specific information regarding this closed session is indicated below:
Pursuant to Government Code Section 54954.3 the public will have an opportunity to directly address the legislative body on the below items prior to the Council convening into Closed Session. Public Comments are generally restricted to three minutes.
- a) CONFERENCE WITH LABOR NEGOTIATOR(S) Pursuant to Section 54954.5 (f) & 54957.6
Agency Negotiators: City Council
City Manager Steve Holsinger
Finance Director Tim Sailsbery
Police Chief Jason Dahl
Employee Organization(s): Willows Public Safety 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 March 21, 2014.

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

SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION

Whereas, one in three women will be raped or beaten in the WORLD!

Whereas, Sexual Assault Awareness Month calls attention to the fact that sexual violence is widespread and impacts every community member of the **City of Willows**; and

Whereas, Rape Crisis Intervention & Prevention statistics regarding who the perpetrators are, confirm if you are 18 and older – 80-85% of the time it is someone you know; if you are 17 and under – 95-97% of the time it is someone you know; and if you are a person with developmental disabilities – 99.9% of the time it is someone you know, and

Whereas, Rape, sexual violence, and sexual harassment impact our community, and statistics show one in 5 adult women and one in 71 adult men will be raped at some point in their lives, and

Whereas, Child sexual abuse prevention must be a priority to confront the reality that one in six boys and one in three girls will experience some form of sexual violence before they reach the age of 18, and

Whereas, Young people experience heightened rates of sexual violence, and youth ages 12-17 were 2.5 times as likely to be victims of rape or other forms of sexual violence, and

Whereas, We must work together to educate our community about sexual violence prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

Whereas, With leadership and dedication, we can be successful in preventing sexual violence in the **City of Willows** by increasing education, awareness, and community involvement; and

Whereas, for the past 40 years **Rape Crisis Intervention & Prevention** has led the way in the **City of Willows** in addressing sexual violence by providing FREE 24-hour hotline services to victim/survivors and their significant others, responding to emergency calls, offering on-going support and comfort to those impacted by sexual violence during medical exams, criminal proceedings, and empowering those impacted by sexual violence to chart their own course for healing; and

Whereas, the **City of Willows** strongly supports the efforts of national, state, and Rape Crisis Intervention and Prevention, and of every citizen, to actively engage in public and private efforts to prevent sexual violence. It's time for all of us to take appropriate action and support one another to create a safer environment for all.

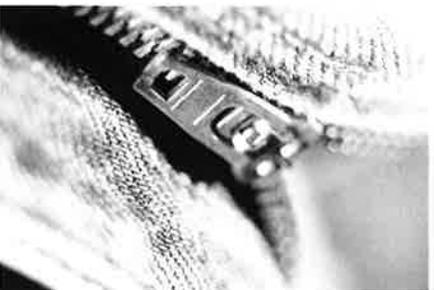
NOW THEREFORE BE IT RESOLVED,

That I, Jeffrey T. Cobb, on behalf of the Willows City Council and the City of Willows, join **Rape Crisis Intervention & Prevention** advocates and communities across the country in playing an active role to prevent sexual violence. Along with the United States Government and the State of California, I do hereby proclaim April as "Sexual Assault Awareness Month!"



Jeffrey T. Cobb, Mayor

**WEAR JEANS WITH A
PURPOSE ON DENIM DAY
WEDNESDAY, APRIL 23, 2014**



In 1999, an Italian Supreme Court decision overturned a rape conviction because the victim wore jeans, reasoning she must have helped her attacker remove them. People all over the world were outraged. Wearing jeans became an international symbol of protest against erroneous and destructive attitudes about sexual assault. This day we unite against the sexual assault of girls, women, boys and men. We stand in support of survivors. We break the silence to end sexual violence.

On **Denim Day, Wednesday, April 23, 2014**, wear your jeans as a visible sign of protest against the myths that still surround sexual assault.

NO. It is a complete sentence.



342-RAPE
(collect calls accepted)

Shine The Light On Sexual Violence

Wednesday, April 30, 2014

Sexual Assault Awareness Month, while promoting awareness of sexual assault to shine all year long.

Come to our Open House at Rape Crisis Intervention and join our Shine the Light

Ceremony at 8pm. **Or, use your headlights, flashlights, candles, etc at 8pm to Shine The Light On Sexual Violence.**

OPEN HOUSE

Wednesday, April 30, 2014
2889 Cohasset Road Suite 2

6pm—8pm

Light shining at 7pm

Desserts served 6-8pm

Serving Butte, Glenn and Tehama Counties since 1974

(530) 342-RAPE

(collect calls accepted)



MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
March 11, 2014

1. Mayor Cobb called the meeting to order at 7:02 p.m.
2. **PLEDGE OF ALLEGIANCE:** City Clerk Natalie Butler led the Pledge of Allegiance.
3. **ROLL CALL:**
Present: Domenighini, Taylor-Vodden, Mello, Hansen & Mayor Cobb.
Absent: None
4. **Agenda Review:** It was **moved** by Council Member Hansen and **seconded** by Council Member Domenighini to accept the March 11, 2014 agenda as presented. The motion passed with Mayor Cobb abstaining.
5. **Presentations & Proclamations:** None
6. **Public Comment/Written Communications:**

Stephanie Southam extended an invitation to the Council and Staff to attend the Willows Monday Afternoon Club's Bunco Night fundraiser on Thursday, March 20 at 5:30 p.m. The proceeds for this event will benefit their efforts to support Willows High School, Willows Intermediate School and Murdock Elementary School. Tickets are \$10.00 each.

7. **Consent Agenda:**

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

- a) Approval of General, Payroll and Direct Deposit Check Registers (27100-27145; 33006-33025; Z05051-Z05086).
- b) Approval of the Regular City Council Meeting Minutes of February 25, 2014.
- c) Confirm the City's current Conflict of interest Code as required per Government Code Section 80111 et Seq.
- d) 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 Fiscal Year 2014-2015.

8. **Public Hearings:** None

9. **Ordinances:** None

10. **Items introduced by City Council or Administrative Staff for discussion purposes only:** None

11. **New Business:** None

12. **Council Member Reports:**

Council Member Hansen:

- Attended the tri-tip and bean feed at the Willows Fire Department last weekend.

Council Member Domenighini:

- Announced that Library Director Jody Meza was successful in being awarded a Zip-Books Project Grant from the State which will give \$4000 each to the Willows and Orland Libraries and will be used for Inter-Library transfers.

Vice-Mayor Taylor-Vodden:

- Attended a LAFCO meeting yesterday morning.

Council Member Mello:

- Announced that there was one more award that hadn't been given out at the recent City of Willows vs. City of Orland bowling competition and it was the award for the team's biggest cheerleader. He stated that the winner of the award was chosen by a member of the staff at the bowling alley and he had no part in the decision. He opened the envelope and the award was won by "the tall senior man wearing glasses", i.e. The Willows City Manager. He presented the medal to the City Manager Holsinger.

13. **Adjournment:** Mayor Cobb adjourned the meeting at 7:12 p.m.

Dated: March 11, 2014

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider

March 25, 2014

AGENDA ITEM

TO: Steve Holsinger, City Manager
FROM: Jason Dahl, Chief of Police
SUBJECT: Surplus Property

RECOMMENDATION

Declare the attached items as surplus and direct staff to sell or dispose of by sealed bid, auction, or other method.

SITUATION (or BACKGROUND)

The Police Department has identified City property listed in Exhibit A which is no longer used and has become obsolete. Pursuant to Willows Municipal Code 3.05.120, staff is requesting the City Council declare the items as surplus and direct staff to sell or dispose of by sealed bid, auction, or other method.

The Police Department requests that the balance of the funds from their respective surplus goes to replacement of the surplus items.

ALTERNATE ACTIONS

Reject recommendation

STAFF RECOMMENDATION

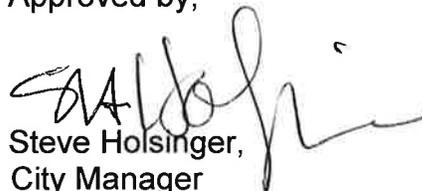
Declare the attached items as surplus and direct staff to sell by sealed bid, auction, or other methods.

Respectfully submitted,



Jason Dahl,
Chief of Police

Approved by,



Steve Holsinger,
City Manager

Attachments: Resolution with Exhibit A

RESOLUTION No. _____

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WILLOWS, STATE OF CALIFORNIA,
DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING THE SALE
OR DISPOSAL OF SAME PURSUANT TO THE WILLOWS MUNICIPAL CODE**

WHEREAS, there has been submitted to this council a request for a declaration of the surplus property for certain City property; and

WHEREAS, this property is described on the attached list as "Exhibit A"; and

WHEREAS, the City Manager has determined that the property should be declared surplus and sold or disposed of as deemed necessary by City Staff; and

WHEREAS, Willows Municipal Code 3.05.120 authorizes the City Council to make certain findings regarding the disposition of property the City no longer uses or has use for.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows hereby resolves that the property described on the attached "Exhibit A" is declared surplus property and authorizes the sale of disposal of same pursuant to the Willows Municipal Code.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 25th day of March 2014, by the following vote:

AYES in favor of:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTESTED:

Mayor Jeff Cobb

Natalie Butler, City Clerk

EXHIBIT A

POLICE DEPARTMENT SURPLUS ITEMS

1. Glock Model 22, .40 SW – # **Z852
2. Glock Model 22, .40 SW – #**Z855
3. Glock Model 22, .40 SW – #**Z854
4. Glock Model 22, .40 SW – #**Z856
5. Glock Model 22, .40 SW - #**Z853
6. Glock Model 22, .40 SW - #**P594
7. Glock Model 22, .40 SW - #**R847

AGENDA ITEM

March 25, 2014

TO: Honorable Mayor Cobb and Members of City Council
FROM: Steve Holsinger, City Manager
SUBJECT: League of California Cities Funding Request for Local Streets/Roads Assessment Project.

RECOMMENDATION

By motion, approve the funding request by the League of California Cities to participate in an on-going statewide streets and roads needs assessment project..

SUMMARY

The League of California Cities in conjunction with the California State Association of Counties (CSAC) over the past couple of years had initiated a statewide local streets and roads needs assessment project. The initial report in 2009 has had a significant impact on successfully safe guarding transportation funding at the state budgetary level. However, in an effort to keep the assessment moving forward across the state; the league estimates a funding need of approximately \$250,000 each two years until finished. Fifty percent of these costs are provided through funding from Regional Transportation Planning Agencies, with the remaining fifty percent to be funded by cities and counties around the state. Willows first contributed to this effort in FY 2012/13 and the League is requesting our assistance in support of this important statewide initiative. Attached is back-up material and an invoice requesting a Willows contribution of \$150.00 for this project funding cycle. Approval is at the sole discretion of the City Council. Staff however recommends approval of League request for assistance. Funding for this level of contribution is available in the current fiscal work plan.

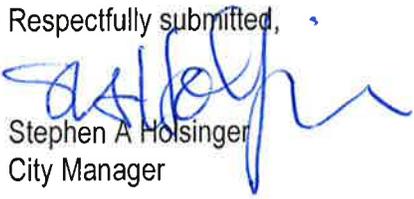
FINANCIAL CONSIDERATIONS

Funding is available in the Community Development Fund #333-5760; currently with a balance of \$9,593.00

RECOMMENDATION

By motion, approve the funding request by the League of California Cities to participate in an on-going statewide streets and roads needs assessment project..

Respectfully submitted,


Stephen A Holsinger
City Manager

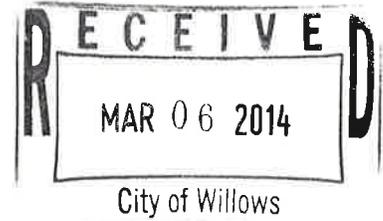
Attachments: League of Calf Cities Membership Invoice and supporting informational materials



1400 K Street, Suite 400 • Sacramento, California 95814
 Phone: 916.658.8200 Fax: 916.658.8240
 www.cacities.org

March 5, 2014

Stephen Holsinger
 City Manager
 City of Willows
 201 N Lassen Street
 Willows, CA 95988



Re: California Statewide Local Streets and Roads Needs Assessment Funding

Dear Mr. Holsinger:

I am writing to you today regarding a very important matter, the California Statewide Local Streets and Roads Needs Assessment. In 2009, the League of California Cities (League) and the California State Association of Counties (CSAC) released the results of the first ever comprehensive California Statewide Local Streets and Roads Needs Assessment. Spurred by a \$250,000 contribution towards the effort from the County of Los Angeles, cities and counties made individual financial contributions to raise over \$600,000 for the project. The initial funding allowed CSAC and the League to contract with Nichols Consulting Engineers for the development of the first report, and finance a two-year update.

The report turned out to be more valuable than anyone anticipated. However, without your support, an ongoing statewide Local Streets and Roads Needs Assessment may not continue. Based on the previous two reports, we estimate each two-year update to cost approximately \$250,000. Fifty-percent of the funding is being provided by Regional Transportation Planning Agencies. The other fifty-percent will need to come from cities and counties.

In order to meet our goal, we are asking cities to contribute, collectively in total, \$62,500 every two years. While this amount may sound large, it is significantly less than previous years. We recently met the goal for the 2012 update released in March 2013. But funding for the 2014 update, which is already underway, is needed.

We ask that your city contribute as much as you deem appropriate toward the financing of this important tool. To assist you in deciding the appropriate amount, we offer the following contribution suggestions.

Population of the jurisdiction	Suggested Contribution Level
Below 10,000	\$150
Between 10,000 and 25,000	\$200
Between 25,000 and 250,000	\$400
Above 250,000	\$1,000

League of California Cities

1400 K Street, Suite 400

Sacramento, CA 95814

(916) 658-8260

Invoice

Date
1/31/2014

Invoice No.
100562

Willows
201 North Lassen Street
Willows, CA 95988

Terms	PO No.
Net 30	

Description	Amount
Local Roads and Streets Needs Assessment	150.00
Total	<i>\$150.00</i>

Payments/Credits	\$0.00	Balance Due	\$150.00
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AGENDA ITEM

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

RECOMMENDATION

Approve, by motion, the appropriations as noted in Exhibits 1 and 2

SITUATION (or BACKGROUND):

At the mid year budget review, held on March 11, staff presented several items to Council for requested appropriation. Those items are noted on Exhibits 1 and 2. Council, by consensus, instructed staff to return to a regularly scheduled City Council meeting to vote on the items noted.

FINANCIAL CONSIDERATIONS:

General Fund \$72,241
Sewer Enterprise Fund \$25,000

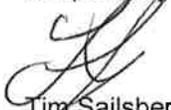
ALTERNATE ACTIONS

1. Approve appropriations
2. Request additional information from staff.
3. Reject items.

RECOMMENDATION

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

Respectfully submitted,


Tim Sailsbery
Finance Director

Attachments:

- Exhibit 1 General Fund Items for Appropriation
 - Exhibit 2 Non General Fund Items for Appropriation
-

City of Willows
 Items for Appropriation/Transfer Request
 Based on FY 2013/14 Mid Year Presentation

Exhibit 1

		<u>Appropriation Request</u>
Workers Compensation Insurance -Augment the original General Fund appropriations to match to the actual Workers Compensation Insurance expenditure for the year.	301.4009.VAR	\$ 17,000
Property and Liability Insurance -Augment the original General Fund appropriations to match to the actual Property and Liability Insurance expenditure for the year.	301.4140.VAR	\$ 5,600
Overtime-Police Department - Additional appropriation to cover overtime required to maintain service for the balance of the fiscal year.	301.4002.100	\$ 15,000
	301.4008.100	\$ 1,148
	301.4009.100	\$ 1,493
Receivership Program - Augment additional expenditures over the original estimate	301.4122.020	\$ 25,000
Fire Department -Budget augmentation due to higher than anticipated vehicle repair and replacement of perimeter fence	301.4111.150	\$ 3,500
	301.4100.150	\$ 3,500

City of Willows
Items for Appropriation/Transfer Request
FY 2013/14

Exhibit 2

Enterprise and Special Revenue Funds

Appropriation
Request

Sewer Enterprise Fund- Original utility cost estimate was based on the first year of operation of the solar facility. An extended period of non-charge occurred in that period, leaving the cost estimate incorrect for a full 12 months of operation. An additional \$25K in cost allocation will more closely reflect the cost of usage.

318,408.180 \$ 25,000

AGENDA ITEM

March 25, 2014

TO: Honorable Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Reflection on prior approval of the Professional Services Agreement between the City of Willows and Jones & Mayer, Attorneys at Law.

RECOMMENDATION: NONE

This item is information only and the Council will revisit the discussion/direction(s) provided to staff during the July 23, 2013 regular council meeting; in which City Council unanimously approved the Special Counsel Contract. Any action contemplated by City Council during this discussion shall be placed on a future agenda for the appropriate examination and formal action by the City Council.

SUMMARY

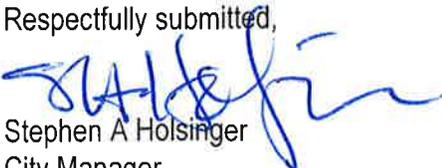
The Public Safety Sub-committee held meetings on June 4th and June 18th last year to consider possible options in conjunction with Receivership processes for three specific properties within the City of Willows. A summary report of these meetings was reviewed with the City Council during the July 23, 2013 regular meeting. The City Council voted unanimously to approve the Special Counsel Services Agreement at that time and authorized, by Resolution #24-2013 to have the City Manager execute the Agreement on behalf of the City of Willows.

During the March 11th Special City Council Meeting discussions about this Receivership Process and the current level of expenditures, Council directed staff to return this item for review at the next regular Council Meeting. Therefore staff has assembled all relevant records available for this discussion and enclosed them with this report. The current level of expenditures, although twice what was originally anticipated last July; is slightly less than reviewed at the mid-year budget discussion. Additionally the invoices and work product completed appears fully compliant with terms of our contractual agreement with Jones & Mayer. Staff will respond to questions from the council and conduct any additional research as requested.

RECOMMENDATION NONE

This item is information only and the Council will revisit the discussion/direction(s) provided to staff during the July 23, 2013 regular council meeting; in which City Council unanimously approved the Special Counsel Contract. Any action contemplated by City Council during this discussion shall be placed on a future agenda for the appropriate examination and formal action by the City Council.

Respectfully submitted,


Stephen A Holsinger
City Manager

City of Willows
 Invoice Summary
 Receivership Program
 Jones and Mayer

208 North Sacramento St.

Invoice No.	Date	Amount	Status	Check No.
63897	8/31/2013	\$ 6,180.00	Pd	26569
65560	9/30/2013	\$ 3,107.50	Pd	26667
65897	10/31/2013	\$ 2,310.00	Pd	26766
66262	11/30/2013	\$ 3,516.40	Pd	26902
66606	12/31/2013	\$ 3,315.63	Pd	26998
CR Memo	1/31/2014	\$ (2,310.00)	****	
66952	1/31/2014	\$ 817.50	Use Credit Balance	
67259	2/28/2014	\$ 202.50	Use Credit Balance	
Total		\$ 17,139.53		

245 North Plumas St

Invoice No.	Date	Amount	Status	Check No.
63899	8/31/2013	\$ 37.50	Pd	26569
64224	8/31/2013	\$ 4,950.00	Pd	26569
65561	9/30/2013	\$ 1,570.00	Pd	26667
65898	10/31/2013	\$ 3,005.00	Pd	26766
66263	11/30/2013	\$ 3,526.50	Pd	26902
66607	12/31/2013	\$ 1,460.96	Pd	26998
CR Memo	1/31/2014	\$ (3,005.00)	****	
66953	1/31/2014	\$ 405.00	Use Credit Balance	
67259	2/28/2014	\$ 94.90	Use Credit Balance	
Total		\$ 12,044.86		

329 North Sacramento St.

Invoice No.	Date	Amount	Status	Check No.
63898	8/31/2013	\$ 6,180.00	Pd	26569
65561	9/30/2013	\$ 1,435.00	Pd	26667
65899	10/31/2013	\$ 3,222.50	Pd	26766
66264	11/30/2013	\$ 5,105.85	Pd	26902
66607	12/31/2013	\$ 2,325.22	Pd	26998
CR Memo	1/31/2014	\$ (3,222.50)	****	
66954	1/31/2014	\$ 3.00	Use Credit Balance	
Total		\$ 15,049.07		

Total All Projects \$ 44,233.46

**** Credits resulting from payment of balance due noted rather than monthly invoice amount, resulting in overpayment and credit back.

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835



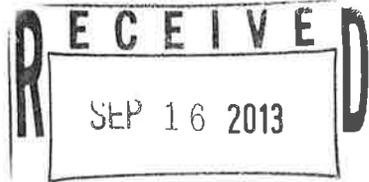
POSTED

301.4122.020

Invoice

Invoice submitted to:

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



City of Willows

Invoice # 63897

Invoice date 8/31/2013

Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

OK PAID 9/24/13

Previous balance	\$0.00
Payments and other transactions	\$0.00
Total fees	\$6,180.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$6,180.00
Requested funds replenishment	\$0.00
Balance Due	\$6,180.00

Please detach this section and return it with your payment to ensure that your account is properly credited.

Client ID: Willows:245 N. Plumas St. DJP

Previous balance	\$0.00
Payments and other transactions	\$0.00
Total fees	\$4,950.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$4,950.00
Requested funds replenishment	\$0.00
Balance Due	\$4,950.00

OK AAH 9/24/13

Client ID: Willows:329 N. Sacramento St.

In reference to: Little

Previous balance	\$0.00
Payments and other transactions	\$0.00
Total fees	\$7,240.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$7,240.00
Requested funds replenishment	\$0.00
Balance Due	\$7,240.00

*OK
SAH
9/29/13*

Client ID: Willows:Plumas St. DJP

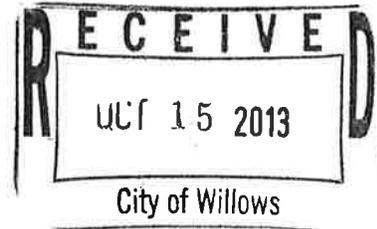
In reference to: Kimberley

Previous balance	\$0.00
Payments and other transactions	\$0.00
Total fees	\$37.50
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$37.50
Requested funds replenishment	\$0.00
Balance Due	\$37.50

*OK
SALT
9/29/13*

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

 **POSTED**



Invoice

Invoice submitted to:

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

OK SENT 10/15/13

Invoice # 65560

Invoice date 9/30/2013

30,4122.020

Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

Previous balance	\$6,180.00
Payments and other transactions	(\$6,180.00)
Total fees	\$3,107.50
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$3,107.50
Requested funds replenishment	\$0.00
Balance Due	\$3,107.50

Client ID: Willows:245 N. Plumas St. DJP

*OK SAH
10/15/13*

Previous balance	\$4,950.00
Payments and other transactions	(\$4,950.00)
Total fees	\$1,570.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$1,570.00
Requested funds replenishment	\$0.00
Balance Due	\$1,570.00

*OK
SAID
10/15/13*

Client ID: Willows:329 N. Sacramento St.

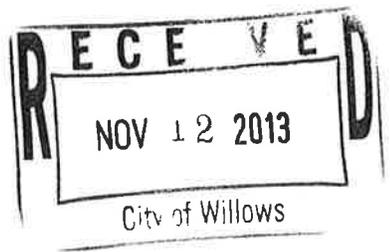
In reference to: Little

Previous balance	\$7,240.00
Payments and other transactions	(\$7,240.00)
Total fees	\$1,435.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$1,435.00
Requested funds replenishment	\$0.00
Balance Due	\$1,435.00

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

301.4122.020

Invoice



Invoice submitted to:

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

Invoice # 65897

Invoice date 10/31/2013



Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

Previous balance	\$3,107.50
Payments and other transactions	(\$3,107.50)
Total fees	\$2,310.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$2,310.00
Requested funds replenishment	\$0.00
Balance Due	\$2,310.00

OK add 11/18/13

Please detach this section and return it with your payment to ensure that your account is properly credited.

Client ID: Willows:245 N. Plumas St. DJP

Previous balance	\$1,570.00
Payments and other transactions	(\$1,570.00)
Total fees	\$3,005.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$3,005.00
Requested funds replenishment	\$0.00
Balance Due	\$3,005.00

OK AAF 11/18/12

Please detach this section and return it with your payment to ensure that your acco

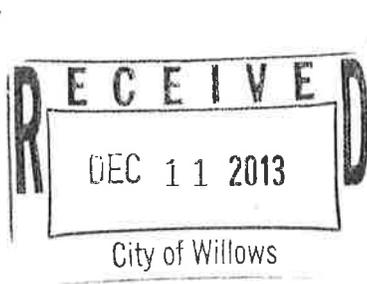
Client ID: Willows:329 N. Sacramento St.

In reference to: Little

Previous balance	\$1,435.00
Payments and other transactions	(\$1,435.00)
Total fees	\$3,222.50
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$3,222.50
Requested funds replenishment	\$0.00
Balance Due	\$3,222.50

OK
11/18/13

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835



POSTED Invoice

Invoice submitted to:

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

Invoice # 66262
Invoice date 11/30/2013

Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

Previous balance	\$2,310.00
Payments and other transactions	\$0.00
Total fees	\$540.00
Total expenses	\$666.40
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$1,206.40
Requested funds replenishment	\$0.00
Balance Due	\$3,516.40

Please detach this section and return it with your payment to ensure that your account is properly credited.

City of Willows
Client ID: Willows:208 N. Sacramento_DJP
In reference to:
Fulton

301,4122.020

Invoice # 66262
Invoice date 11/30/2013
Check # _____

*OK
3/11/14
10/2/13*

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

Previous balance	\$2,310.00
Transactions	\$0.00
New charges	\$1,206.40
Funds replenishment	\$0.00
Balance due	\$3,516.40
Payment amount	\$ _____

Client ID: Willows:245 N. Plumas St. DJP

Previous balance	\$3,005.00
Payments and other transactions	\$0.00
Total fees	\$0.00
Total expenses	\$521.50
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$521.50
Requested funds replenishment	\$0.00
Balance Due	\$3,526.50

Please detach this section and return it with your payment to ensure that your account is properly credited.

Willows:245 N. Plumas St. DJP
Client ID: Willows:245 N. Plumas St. DJP

Invoice # 66263
Invoice date 11/30/2013
Check # _____

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

*OK
BAH
12/12/13*

Previous balance	\$3,005.00
Transactions	\$0.00
New charges	\$521.50
Funds replenishment	\$0.00
Balance due	\$3,526.50
Payment amount	\$ _____

Client ID: Willows:329 N. Sacramento St.

In reference to: Little

Previous balance	\$3,222.50
Payments and other transactions	\$0.00
Total fees	\$0.00
Total expenses	\$1,883.35
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$1,883.35
Requested funds replenishment	\$0.00
Balance Due	\$5,105.85

Please detach this section and return it with your payment to ensure that your account is properly credited.

Willows:329 N. Sacramento St.

Invoice # 66264

Client ID: Willows:329 N. Sacramento St.

Invoice date 11/30/2013

In reference to:

Check # _____

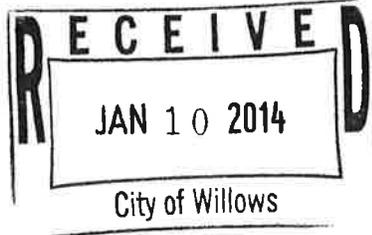
Little

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

*OK
SAL
12/17/13*

Previous balance	\$3,222.50
Transactions	\$0.00
New charges	\$1,883.35
Funds replenishment	\$0.00
Balance due	\$5,105.85
Payment amount	\$ _____

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835



Invoice

301.4122.020

Invoice submitted to:

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

Invoice # 66606
Invoice date 12/31/2013



Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

pd 1/3/14

Previous balance	\$3,516.40
Payments and other transactions	\$0.00
Total fees	\$2,745.00
Total expenses	\$570.63
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$3,315.63
Requested funds replenishment	\$0.00
Balance Due	\$6,832.03

OK with 1/21/14

Client ID: Willows:245 N. Plumas St. DJP

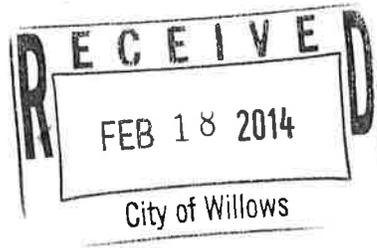
Previous balance	\$3,526.50
Payments and other transactions	\$0.00
Total fees	\$1,125.00
Total expenses	\$335.96
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$1,460.96
Requested funds replenishment	\$0.00
Balance Due	\$4,987.46

Client ID: Willows:329 N. Sacramento St.

In reference to: Little

Previous balance	\$5,105.85
Payments and other transactions	\$0.00
Total fees	\$1,125.00
Total expenses	\$1,200.22
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$2,325.22
Requested funds replenishment	\$0.00
Balance Due	\$7,431.07

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835



Invoice

Invoice submitted to:

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

Invoice # 66952

Invoice date 1/31/2014

Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

Previous balance	\$6,832.03
Payments and other transactions	(\$9,142.03)
Total fees	\$517.50
Total expenses	\$300.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$817.50
Requested funds replenishment	\$0.00
Balance Due	(\$1,492.50)

Please detach this section and return it with your payment to ensure that your account is properly credited.

City of Willows
Client ID: Willows:208 N. Sacramento_DJP
In reference to:
Fulton

Invoice # 66952
Invoice date 1/31/2014
Check # _____

*OK STAFF
2/27/14*

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

Previous balance	\$6,832.03
Transactions	(\$9,142.03)
New charges	\$817.50
Funds replenishment	\$0.00
Balance due	(\$1,492.50)
Payment amount	\$ _____

Client ID: Willows:245 N. Plumas St. DJP

Previous balance	\$4,987.46
Payments and other transactions	(\$7,992.46)
Total fees	\$405.00
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$405.00
Requested funds replenishment	\$0.00
Balance Due	(\$2,600.00)

Please detach this section and return it with your payment to ensure that your account is properly credited.

Willows:245 N. Plumas St. DJP

Client ID: Willows:245 N. Plumas St. DJP

OK
SAH
12/27/14

Invoice # 66953

Invoice date 1/31/2014

Check # _____

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

Previous balance	\$4,987.46
Transactions	(\$7,992.46)
New charges	\$405.00
Funds replenishment	\$0.00
Balance due	(\$2,600.00)
Payment amount	\$ _____

Client ID: Willows:329 N. Sacramento St.

In reference to: Little

Previous balance	\$7,431.07
Payments and other transactions	(\$10,653.57)
Total fees	\$0.00
Total expenses	\$3.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$3.00
Requested funds replenishment	\$0.00
Balance Due	(\$3,219.50)

Please detach this section and return it with your payment to ensure that your account is properly credited.

Willows:329 N. Sacramento St.

Invoice # 66954

Client ID: Willows:329 N. Sacramento St.

Invoice date 1/31/2014

In reference to:

Check # _____

Little

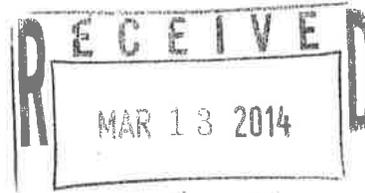
*OK SAH
2/27/14*

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

Previous balance	\$7,431.07
Transactions	(\$10,653.57)
New charges	\$3.00
Funds replenishment	\$0.00
Balance due	(\$3,219.50)
Payment amount	\$ _____

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

Invoice



Invoice submitted to:

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

Invoice # 67259

Invoice date 2/28/2014

*Please note credit
Balance - Attach
to most
Recent JRM check*

Client ID: Willows:208 N. Sacramento_DJP

In reference to: Fulton

Previous balance	(\$1,492.50)
Payments and other transactions	\$0.00
Total fees	\$202.50
Total expenses	\$0.00
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$202.50
Requested funds replenishment	\$0.00
Balance Due	(\$1,290.00)

Please detach this section and return it with your payment to ensure that your account is properly credited.

City of Willows
Client ID: Willows:208 N. Sacramento_DJP
In reference to:
Fulton

Invoice # 67259
Invoice date 2/28/2014
Check # _____

Jones & Mayer
3777 N. Harbor Blvd.
Fullerton, CA 92835

Previous balance	(\$1,492.50)
Transactions	\$0.00
New charges	\$202.50
Funds replenishment	\$0.00
Balance due	(\$1,290.00)
Payment amount	\$ _____

Client ID: Willows:245 N. Plumas St. DJP

Previous balance	(\$2,600.00)
Payments and other transactions	\$0.00
Total fees	\$0.00
Total expenses	\$94.90
Interest	\$0.00
Finance charge	\$0.00
Taxes	\$0.00
Total new charges	\$94.90
Requested funds replenishment	\$0.00
Balance Due	(\$2,505.10)

 Please detach this section and return it with your payment to ensure that your account is properly credited.

Willows:245 N. Plumas St. DJP
 Client ID: Willows:245 N. Plumas St. DJP

Invoice # 67260
 Invoice date 2/28/2014
 Check # _____

Jones & Mayer
 3777 N. Harbor Blvd.
 Fullerton, CA 92835

Previous balance	(\$2,600.00)
Transactions	\$0.00
New charges	\$94.90
Funds replenishment	\$0.00
Balance due	(\$2,505.10)
Payment amount	\$ _____

Excerpt of Minutes of City Council Meeting held July 23, 2013

11. New Business:

- a) Consider adoption of a Resolution approving a Legal Services Agreement for Special Counsel to represent the City of Willows during potential Health and Safety Receivership Litigation in conjunction with specific blighted & sub-standard residential properties within the City:

The City Manager stated that this item gives the City an opportunity to hire a group of Attorneys that specialize in certain types of property litigation. There are three subject properties within the City that are perennial repeaters on the City's weed abatement list. Fire Chief Wayne Peabody and Building Official Clay Dawley attended a workshop some time ago and they were introduced to a group that defined how the City can get away from delinquent and tax-defaulted properties that are nuisances in the community. The Fire Chief and Building Official followed up with this group and they introduced three specific properties in the City that are problematic and the group determined that these three properties would be ideal to go into the program of Receivership. There is a statutory provision for taking properties that represent safety hazards or concerns for Health and Safety Code violations. The Attorneys' group would represent the City in taking these properties to the Courts and having the Courts assign a Receiver. The Receiver then signs on to abate the properties and restores them and sells them off to recover the cost.

The Public Safety Subcommittee has held two meetings to review the Receivership process and there were a series of questions that were generated as a result of the meetings. One concern that was raised during the subcommittee meeting with one of the Attorneys was a question about the valuations that were placed on the properties and whether the assessments would actually recover 100 percent of the costs are due on these properties. The Attorneys addressed these concerns and they feel very confident that the costs would be recovered and that the best pursuit for the City at this time would be to move forward with the Receivership process.

Another concern of the subcommittee was over the collection of fees in excess of what is due on the taxes for these properties, and whether or not the City would be able to recover the money that would be spent on the expense of the Attorneys to go through this process. The City Manager explained that since the Attorneys are bundling the process and taking three properties at once, they gave the City a reasonable price that they thought would not exceed \$20,000 to \$25,000. The way Receiver properties work, it places the City in a superior position with regard to what is due back on the properties, so that when the Receivers are finishing up their work and sells the properties, the Receivers get paid first and the City gets paid second. There is some risk involved and therefore the subcommittee asked the City Manager to do some reference checks on the Attorneys. The City Manager sent a request to five cities that have utilized this agency for Receivership. Of the Cities that responded, all were completely satisfied with the work that has been done. The firm of Jones and Mayer has handled roughly 60 of these cases for the City of La Habre alone, and in all 60 cases, regardless of the complexity of the case, the City has recovered every bit of their expenses and has never lost a dime.

There was also a question by the subcommittee about the ability to clear title to allow this process to move forward, and what the obligation would be on the part of the City in order to do that. The City Manager stated that the Receivers are responsible to clear title to the properties. If a property owner or potential heir(s) to the properties have any complaints or objections, it is their responsibility to appear before the Court to make their claims known.

With that, the City Manager stated that it is staff's recommendation that the Council move forward with entering into an agreement for Special Counsel to represent the City in conjunction with the three blighted and sub-standard properties located at 245 N. Plumas Street, 329 N. Sacramento Street and 208 N. Sacramento Street, in order that the City can finally get some resolution to these properties that have been delinquent for many years.

Brief Council discussion ensued and it was **moved** by Council Member Spears and **seconded** by Council Member Domenighini to adopt a Resolution authorizing the special services agreement with Jones & Mayer Attorneys at Law as special Counsel to represent the City of Willows with Health & Safety Code Receivership Litigation in conjunction with specific tax-defaulted properties. The motion unanimously passed.

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

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

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

2. LEGAL SERVICES TO BE PROVIDED: The scope of legal services to be provided by Special Counsel to Client are as follows: provide legal advice, guidance and representation of the Client for the purpose of securing Health and Safety Code Receiverships for properties identified by Client as appropriate for placement into a Health and Safety Code Receivership. This Agreement expressly authorizes Special Counsel to file and prosecute said Health and Safety Receiverships on behalf of the City of WILLOWS. Special Counsel is required to obtain written authorization from Client identifying each property address approved for receivership prior to commencing litigation on each matter.
3. RESPONSIBILITIES OF ATTORNEY AND CLIENT. Special Counsel will perform the legal services called for under this agreement, keep Client informed of progress and developments, and respond promptly to Client's inquiries and communications. Client will be truthful and cooperative with Special Counsel and keep Special Counsel reasonably informed of developments; as well as make timely payments required under this agreement.
4. ATTORNEY'S FEES. Clients will pay Special Counsel for attorney's fees for the legal services provided under this agreement at the rate of \$125.00 per hour for services performed by a law clerk or paralegal and \$225.00 per hour for services performed by an attorney under this agreement. Special Counsel will charge in increments of one tenth of an hour, rounded off for each particular activity to the nearest one tenth of an hour. The minimum time charged for any particular activity will be one tenth of an hour.

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

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

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

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

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

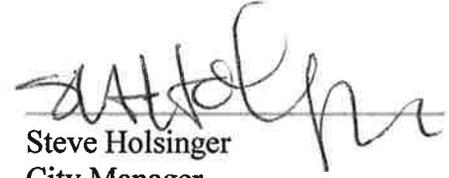
Special Counsel: Jones & Mayer
3777 N. Harbor Boulevard
Fullerton, California 92835
Telephone: 714-446-1400
Facsimile: 714-446-1448

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

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

The foregoing is agreed to by:

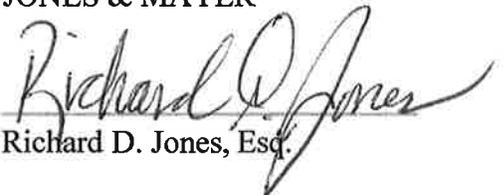
Dated: 7/30/2013



Steve Holsinger
City Manager
City of Willows

Dated: _____

JONES & MAYER



Richard D. Jones, Esq.

RESOLUTION # 24-2013

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

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

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

WHEREAS, Jones & Mayer, Attorneys at Law are experienced in providing such services for municipal corporations and is able to provide personnel with the proper experience and background to carry out the duties involved; and

WHEREAS, the City of Willows wishes to retain Jones & Mayer, for the performance of said services; and

WHEREAS, the Jones & Mayer legal firm is an independent contractor and not an employee of the City.

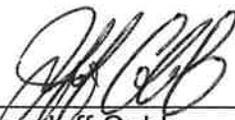
NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows does hereby approve the Special Services Agreement between the City of Willows and Jones & Mayer and authorizes the City Manager to execute the Agreement on behalf of the City of Willows. .

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

AYES: Domenighini, Taylor-Vodden, Mello, Spears & Mayor Cobb
NOES: None
ABSENT: None
ABSTAIN: None

APPROVED:

ATTESTED:



Mayor Jeff Cobb



Natalie Butler, City Clerk

AGENDA ITEM

TO:  Steve Holsinger, City Manager
FROM: Tim Sailsbery, Finance Director
SUBJECT: Update-Information Technology/Network Management Services

RECOMMENDATION

No recommended action. This staff report is submitted as an informational update for the Willows City Council

SITUATION (or BACKGROUND):

Since 2008, Ray Morgan Company-Pro IT ("RMC") has served as the City's contract Information Technology ("IT") consultant and administrator. RMC has informed City Staff of their intent to end the relationship via notification that they will be tripling the cost of services in order to maintain said relationship (from \$1,950 per month to \$6,000 per month) effective July 1, 2014 and that equipment/software not meeting acceptable service standards would be excluded from the contract.

The cost of service proposal is such that it is time for the City to seek a different contract service provider (RMC has tacitly encouraged us to do so). As frustrating as that portion of the situation is, the issue of the aged and serviceability of much of the City's technology tools is such that it will likely be a challenge to establish a comprehensive working relationship with a new IT contract service provider. As such, staff will be embarking on the following:

- Establish a staff level Technology Committee
- Re-prioritize the \$60,000 allocated for Financial Software to be utilized in network and workstation modernization
- Develop a Request for Proposal for IT/Network Management Services
- Work with either Ray Morgan on the way out or new IT provider on the way in to assess and upgrade critical needs
- Determine the best practice (operational vs. capital) approach to maintaining the network
- Work toward ongoing budgeting for rotational maintenance and upgrade of network

FINANCIAL CONSIDERATION

To Be Determined

ALTERNATE ACTIONS

N/A-Informational Item

RECOMMENDATION

No recommended action. This staff report is submitted as an informational update for the Willows City Council

Respectfully submitted,



Tim Sailsbery
Finance Director

AGENDA ITEM

March 25, 2014

TO: Honorable Mayor Cobb and Members of City Council
FROM: Steve Holsinger, City Manager
SUBJECT: Council consideration of support for State Funding for Broadband Initiative for Public Libraries

RECOMMENDATION:

Council to approve letters of support for Public Library Proposal to go before the State Legislative Budget Subcommittees in April 2014.

SUMMARY

Council Member Domenighini, Council Liaison to the Library Board of Trustees, was approached by a local library patron and encouraged to support Governor Brown's Initiative for Public Library Funding in conjunction with Broadband Services for the statewide public Library System. Funding has been included in the Governor's January 2014 Budget Proposal and forwarded to the Legislative Budget Subcommittees for review. Staff has prepared letters of support on behalf of the Willows City Council to encourage support of the Governor's Library Funding Proposal.

RECOMMENDATION

Council to approve letters of support for Public Library Proposal to go before the State Legislative Budget Subcommittees in April 2014

Respectfully submitted,


Stephen A Holsinger
City Manager

PUBLIC LIBRARY BROADBAND PROPOSAL TO GO BEFORE BUDGET SUBCOMMITTEES IN APRIL – LETTERS NEEDED

Governor Brown's January Budget contains \$2.25 million in proposed new, ongoing funding to connect all public libraries to a statewide, high-speed broadband network operated by the Corporation for Education Network Initiatives in California (CENIC). The budget also proposes that an additional \$1 million in one-time money be used for grants for those public libraries that may need assistance with the purchase of circuits or other hardware, etc. This funding and policy issue has been scheduled for hearing in the Budget Subcommittees on Education Finance next month at the State Capitol and we need your help.

The State Library budget is the purview of the Assembly Budget Subcommittee Number 2 on Education Finance and the Senate Budget Subcommittee Number 1 on Education Finance. These subcommittees have scheduled a discussion of the Governor's public library broadband proposal for late April (April 23 and April 24 respectively). CLA, the State Library and CENIC worked tirelessly last year to educate the legislature and the Department of Finance about the need for this program. That advocacy effort led to the creation of the major State Library Broadband Needs Assessment that almost the entire library community participated in during the Fall. The Needs Assessment gave CLA critical data and validated the claims we had made at the Capitol regarding the overwhelming need for better broadband speed, capacity and connectivity for California public libraries.

Since the Governor has embraced this proposal as part of his January Budget, it is imperative that the library community demonstrate a strong show of support for the broadband plan when the issue is before the Budget subcommittees in April. Please take a moment today to use the [sample letter](#) that we have provided or feel free to customize it to fit your needs. Send your letter to each member listed below either by mail or by fax by Wednesday, April 16.

There is also a fact sheet on the broadband plan that you may access [here](#) or on the CLA website at www.cla-net.org in the "Advocacy" section.

Budget Subcommittee Hearing Dates and Contact Information – State Library/CENIC Issue

Senate Budget Subcommittee Number 1 on Education Finance

Hearing Date: Thursday, April 24 – 9:30 a.m. or upon adjournment – Room 3191

The Honorable Marty Block, Chair
Senate Budget Subcommittee Number 1 on Education Finance
State Capitol, Room 4090
Sacramento, CA. 95814
Fax: (916) 651-4939

The Honorable Carol Liu, Member
Senate Budget Subcommittee Number 1 on Education Finance
State Capitol, Room 5097
Sacramento, CA. 95814
Fax: (916) 651-4925

The Honorable Mark Wyland, Member
Senate Budget Subcommittee Number 1 on Education Finance
State Capitol, Room 4048
Sacramento, CA. 95814
Fax: (916) 651-4938

Assembly Budget Subcommittee Number 2 on Education Finance

Hearing Date: Wednesday, April 23 – 4 p.m. Room 126

Assemblyman Al Muratsuchi, Chair
Assembly Budget Subcommittee Number 2 on Education Finance
State Capitol, Room 4117
Sacramento, CA. 95814
Fax: (916) 319-2166

Assemblyman Rocky Chavez, Member
Assembly Budget Subcommittee Number 2 on Education Finance
State Capitol, Room 2170
Sacramento, CA. 95814
Fax: (916) 319-2176

Assemblyman Matt Debabneh, Member
Assembly Budget Subcommittee Number 2 on Education Finance
State Capitol, Room 5144
Sacramento, CA. 95814
Fax: (916) 319-2145

Assemblyman Brian Nestande, Member
Assembly Budget Subcommittee Number 2 on Education Finance
State Capitol, Room 4139
Sacramento, CA. 95814
Fax: (916) 319-2142

Assemblyman Phil Ting, Member
Assembly Budget Subcommittee Number 2 on Education Finance
State Capitol, Room 3173
Sacramento, CA. 95814
Fax: (916) 319-2119

***Rosario Garza, Executive Director
California Library Association
2471 Flores Street
San Mateo, CA 94403
execdir@cla-net.org
650-376-0886(ph)
650-539-2341 (fax)
www.cla-net.org***



March 26, 2014

The Honorable Marty Block, Chair
Senate Budget Subcommittee Number 1 on Education Finance
State Capitol, Room 4090
Sacramento, CA. 95814

**RE: BUDGET ITEM # 6120-215-0001: CALIFORNIA STATE LIBRARY –
Statewide Library Broadband Services – Support Governor’s January
Budget**

Dear Senator Block,

I am writing to request your strong support of a program contained in the Governor’s January Budget that would provide essential broadband services for all of California’s public libraries. This issue will be before the Budget Subcommittees on Education Finance in late April for a hearing when the State Library budget is considered.

Budget Item 6120-215-0001 would provide \$2.25 million in ongoing General Fund money for public libraries to allow them to join a major high-speed broadband network, operated by the Corporation for Education Network Initiatives in California (CENIC). An additional \$1 million in one-time funding would be provided for the purpose of providing grants to libraries that may need additional assistance with the purchase of circuits or other augmentations, in order to join the CENIC network.

I am pleased that Governor Brown included funding in his Budget that will enable public libraries to join a high speed Internet backbone, which will allow libraries throughout the state to better meet the dynamic changing needs of patrons. Library usage is at an all-time high, a 6% increase in traffic with a total of 38,116 visits to the Willows Public Library last year, and yet many public libraries are equipped with broadband strength that is less than what one might find in their own home. Your constituents are coming to the library to complete EDD applications, submit job applications, researching Affordable Care Act plans, accessing tutors for school assignments, applying for veterans programs – all online. Not everyone has a computer or smart tablet at home, so libraries fill the role of the “great equalizer” of access for all in a community.

I strongly encourage the legislature to adopt the Governor’s proposal, which ultimately will allow the State Library to join the cooperative network, CENIC. It is important to note that the legislature has a good familiarity with CENIC, as CENIC has been providing a high level of broadband service for the K-12, University of California, CSU, and community college systems for many years with great success.

Your support of this project is vitally important to the public library community. Thank you for your consideration.

Sincerely,

Sincerely,
Willows City Council

Larry Mello, Council Member

Larry Domenighini, Council Member

Gary Hansen, Council Member

Terry Taylor-Vodden, Vice Mayor

Jeff Cobb, Mayor