

**MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD**  
**May 26, 2015**

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

3. **ROLL CALL:**

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

Absent: None

4. **Agenda Review:**

- a) City Manager Steve Holsinger pointed out that there had been an adjustment to the fee structure for item 11 (e) on the agenda and the Council was given a copy of the updated and corrected fee structure. **M/S – Hansen/Yoder** to approve the May 26, 2015, City Council Agenda as presented. The motion unanimously passed.

5. **Presentations & Proclamations:** None

6. **Public Comment/Written Communications:**

Courtney Mae Callen Thuemler spoke during the Public Comment portion and made allegations and assertions of illegal hiring practices by the Police Chief and the City, along with other conspiratorial accusations of the City having somehow been involved in the hacking of her personal computer and the theft of her car. Mayor Domenighini asked Ms. Thuemler to please contact him directly via his City email if she had an interest in discussing the specifics of her allegations with him and perhaps certain members of staff, as the Council is forbidden to take any formal action under “Public Comment/Written Communications” on the agenda. Ms. Thuemler indicated she would contact Mayor Domenighini to set up a meeting.

7. **Consent Agenda:**

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

- a) Approval of General, Payroll & Direct Deposit Check Registers (29598-29622; Z06278-Z06315; 34151-34172).
- b) Approval of City Council Minutes of the April 28, 2015 Regular meeting.
- c) Approval of City Council Minutes of the May 5, 2015 Special meeting.

8. **Public Hearings:**

- a) Conduct a Public Hearing and upon conclusion, by motion, declare the parcels indicated by the Fire Chief to be abated by our City Contractor:

On April 28, 2015, the Council adopted a resolution declaring rubbish, refuse, and weeds to be a public nuisance. The City Fire Department has surveyed all areas of the City that were a nuisance and has notified the property owners that they must remove the nuisance or the City will perform this task and bill the property owner accordingly.

Pursuant to Government Code 39560 thru 39588 there is to be set a fixed time for appeals to be considered by the Council from any of the noticed property owner(s) whose properties had been abated by the City Contractor. The time for this appeal hearing has been set for 7:00 p.m. on Tuesday, July 28, 2015.

At this evening's meeting, the Council shall conduct a Public Hearing to hear any comments or objections from property owners who received a "Notice to Abate". Upon conclusion of tonight's Public hearing, if there are no objections heard from the public, the Council shall order the Fire Chief to have the City Contractor abate the nuisance(s) on said properties.

Properties that the City Contractor abates will be billed to the property owner and for those property owners who do not pay the City directly, a lien will be placed against their property and it will appear as an assessment on their property tax bill from Glenn County.

Mayor Domenighini opened the Public Hearing at 7:19 p.m., and hearing no comments, subsequently closed the Public Hearing at 7:19 p.m. Very brief Council discussion ensued and Council Member Williams requested that the list of parcels to be abated be placed on the City's website. The City Manager stated that he would direct the City Clerk to place this information on the City's website. **M/S - Hansen/Mello** to declare the parcels indicated by the Fire Chief to be abated by the City Contractor as of June 1, 2015. The motion unanimously passed 5/0.

- b) Conduct a Public Hearing and upon conclusion, consider by motion 1) Adoption of a Resolution approving zoning text amendments to the Municipal Code/Zoning Ordinance and 2) Consider reading by title only and passage of the first reading of six Ordinances amending sections of chapter eighteen of the Municipal Code of the City.

Senior Planner, Karen Mantele, presented the staff report to the Council. City Staff is proposing to make amendments to the City's Municipal Code/Zoning Ordinance; most specifically as a part of the Housing & Community Development requirement in order to implement the City's 2014-2019 Housing Element Update. A summary of proposed amendments as follows:

Zoning Text Amendments to include: defining where Transitional and Supportive Housing is permitted and can be developed by adding section 18.40.020(4), modifying section(s) 18.55.030(18) and 18.50.020(18), modifying the definition of "Family" in section 18.25.050, and adding a definition for "Household" in Section 18.25.080, deleting text in Section(s) 18.45.040(1) and 18.40.040(1) which text does not conform to the General Plan densities for those corresponding land use designations.

Other modifications to the code are being proposed, but are not as part of the programs listed in the 2014-2019 Housing Element; modify the Comprehensive Sign Code Section(s) 18.125.020 (remove definition of campaign sign), and modify Section 18.12.040(5). If the proposed text amendments are adopted, they would be applicable to all parcels within the City of Willows boundaries.

With that, Staff is requesting that Mayor Domenighini open the Public Hearing to receive input from the public on the amendments, and once concluded, staff recommends the adoption of the Resolution and the passage of first reading by title only, six Ordinance amendments.

Mayor Domenighini opened the Public Hearing at 7:26 p.m. and hearing no comments, subsequently closed the Public Hearing at 7:26 p.m.

**M/S - Hansen/Yoder** to adopt a Resolution of the City Council of the City of Willows Approving Amendments to the Municipal Code/Zoning Ordinance as proposed in the following six ordinance amendments, with other text remaining unchanged. The motion unanimously passed 5/0.

**M/S – Hansen/Yoder** to read by title only and pass first reading of an Ordinance entitled **“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.25 DEFINITIONS OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.060 AND 18.25.080 REVISING THE DEFINITION OF FAMILY AND ADDING A DEFINITION FOR HOUSEHOLD WITH ALL OTHER TEXT TO REMAIN UNCHANGED”** . The motion unanimously passed 5/0.

**M/S – Mello/Williams** to read by title only and pass first reading of an Ordinance entitled **“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.40 R-3 HIGH DENSITY RESIDENTIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION(S) 18.25.40.020(4) AND 18.40.040(1) ADDING TRANSITIONAL AND SUPPORTIVE HOUSING AS A PERMITTED USE WITH ALL OTHER TEXT TO REMAIN UNCHANGED”** . The motion unanimously passed 5/0.

**M/S - Yoder/Hansen** to read by title only and pass first reading of an Ordinance entitled **“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.45 R-P RESIDENTIAL-PROFESSIONAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.45.040(1) REMOVING TEXT REGARDING DENSITY WHICH DOES NOT COMPLY WITH GENERAL PLAN DENSITIES WITH ALL OTHER TEXT TO REMAIN UNCHANGED”** . The motion unanimously passed 5/0.

**M/S – Williams/Yoder** to read by title only and pass first reading of an Ordinance entitled **“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.55 CENTRAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.55.020(18) ADDING WHERE TRANSITIONAL AND SUPPORTIVE HOUSING TO**

**PERMITTED USES WITH ALL OTHER TEXT TO REMAIN UNCHANGED”** . The motion unanimously passed 5/0.

**M/S – Hansen/Williams** to read by title only and pass first reading of an Ordinance entitled **“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.60 GENERAL COMMERCIAL DISTRICT OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.60.020(18) ADDING TRANSITIONAL AND SUPPORTIVE HOUSING TO PERMITTED USES WITH ALL OTHER TEXT TO REMAIN UNCHANGED”**. The motion unanimously passed 5/0.

**M/S - Mello/Hansen** to read by title only and pass first reading of an Ordinance entitled **“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING CHAPTER 18.125 COMPREHENSIVE SIGN LAW OF THE WILLOWS MUNICIPAL CODE OF THE CITY OF WILLOWS SPECIFICALLY SECTION 18.125.020 AND 18.125.040(5) DELETING TEXT REGARDING CAMPAIGN SIGNS WITH ALL OTHER TEXT TO REMAIN UNCHANGED”**. The motion unanimously passed 5/0.

**9. Ordinances:** Action taken under item 8(b).

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

- The City Manager publicly thanked the City Planner, Karen Mantele, for all of her efforts and an outstanding job in creating the Ordinance amendments in order to meet the City’s Housing Element compliance standards.
- The City Manager announced that tomorrow night will kick off the Wednesday night Farmers Market in downtown Willows. The Market will be held each Wednesday throughout the summer months from 4:00 p.m. to 7:00 p.m. He also announced that the annual “Community Clean-Up” event will take place on June 13 from 8:00 a.m. to 1:00 p.m. by the Willows Memorial Hall. This is a free event and anybody with a “95988” zip code may utilize this service.
- The City Manager announced that Pacific West Communities, the developer for the Senior Housing project at the corner of Sycamore Street and Humboldt Avenue, has inquired about having an Open House of the Willows Spring Center housing project now that it is near completion. He will update the Council as more information is received about the event.
- Council Member Williams requested that an item be placed on the next agenda to discuss and review the City’s hiring practices and procedures. He voiced his concern that the City hired a new Attorney to replace the City’s current Attorney, Gary Krup, and he was only made aware of that fact by a citizen and he was never notified by Staff that this occurred. He also voiced his concerned that the City hired a contractor for a sidewalk replacement project at one of the City-owned rental properties without seeking three bids for the job because he believes that it should have gone through the bid process. He asked that an item be placed on the next agenda to discuss this issue and the City’s practices for bidding jobs out. Finally, he requested that there be a Closed Session item placed on the next agenda to receive an

update on Police Officer Kelly Kuwata's lawsuit against the City to try to gain back full Officer-duties status. The City Manager stated that he has no problem explaining the City's hiring practices, but he would like some more detailed information what Council Member Williams wants to know. Council Member Williams stated that he would like to be in on discussions before anybody in the City is hired and he wants to be a key part of the hiring process, to which the City Manager responded that it is very clear in the City's Municipal Code that he (the City Manager) is the Personnel Officer for the City and the City Council's only role in hiring staff, pursuant to the Municipal Code, is that they hire the City Manager and the City Attorney and all other staff is hired by the City Manager. The City Manager stated that his door is always open to the Council and any member can come in and discuss these types of matters or seek answers to their questions at any time, but he doesn't believe a briefing on the City's hire-fire procedures is needed to be vetted in public, as it is already defined in the City's Municipal Code. Finance Director Tim Sailsbery cautioned Council Member Williams that what he is talking about regarding the hire-fire process is essentially him trying to change from a City Council/City Manager form of Government, to a City Administrative form of Government, which is generally not a favorable or successful type of operational Government. Mr. Sailsbery also inquired about what citizen told Council Member Williams that the City hired a new Attorney. Council Member Williams did not respond. Mr. Sailsbery stated that there has been no hiring of a new City Attorney; however, there has been an inclusion of co-council for a specific case in the absence of Attorney Krup, due to scheduling conflicts. Mr. Sailsbery requested Council Member Williams to be respectful by talking to or inquiring about procedural operations directly with the City Manager or the City Attorney about topics of concern first, and not to choose open City Council Meetings as his forum for these types of issues/questions/concerns. Council Member Mello requested that these discussions finally cease, as they are essentially not accomplishing anything and they could go on and on. The City Manager and Council Member Hansen concurred with Council Member Mello. Council Member Yoder then reiterated the City Council's Role versus the role of the City Manager. It is the Council's responsibility to hire a professional City Manager, who in turn is responsible to hire and maintain professional staff members to run the City. This is the process that was put in place long ago by the legislative body and he thinks it works just fine. He indicated that to change that procedure just because somebody doesn't like someone or something, he believes is absurd. He added that the Council doesn't want to assassinate the character(s) of the City Manager and City Staff and bring their performance into question in an open meeting. Council Member Hansen concurred, adding that the Council Members are responsible for educating themselves on the laws and policies of not only the City, but also the State. He believes that if the Council starts meddling and messing around and changing Municipal codes, this could be very dangerous. He stated he believes the City has a great and professional staff and there is no need to change something that is already working well. Mayor Domenighini then repeated, for clarification purposes, the three items that Council Member Williams would like to see, which is to 1) discuss the City's hire-fire procedures and processes, 2) discuss the City's practice for bidding jobs and 3) to have a Closed

Session item placed on the next agenda to get an update on the status of the lawsuit between Police Office Kuwata and the City. Both Mayor Domenighini and the City Manager suggested that rather than having a discussion about the first two items in an open public meeting, that Council Member Williams should request a meeting with City Attorney, Gary Krup to review both the hire-fire procedures and the bid process. The City Manager then addressed Council Member Williams' request for a Closed Session item to receive an update on the Kuwata lawsuit. He stated that he absolutely will not do that, as to do so would be completely inappropriate. At such time as there is direction given to him by the City Attorney to place a Closed Session item on the agenda to discuss this case, it will not be placed on an agenda. Discussions concluded with Council Member Williams agreeing that he would meet with the City Attorney to seek more clarification on these topics. Council Member Mello requested that he, too, would like to attend that meeting with Council Member Williams and Attorney Gary Krup. The City Clerk agreed that she could set up an appointment for a meeting, however, she cautioned Council Members Mello and Williams that whatever is stated during that meeting cannot be disclosed privately to any other member of the City Council unless it is done in an open meeting, as that would constitute a "Serial Meeting" which is a violation of the Brown Act.

**11. New Business:**

- a) Consider approval of an MOU between the City of Willows and Stony Creek Joint Unified School District for the repositioning of the Elk Creek Library:

Library Director, Jody Meza, was recently approached about the possibility of relocating the Elk Creek Library Branch into a vacant building located on the Stony Creek School District property in Elk Creek. Discussions ensued and were concluded with the development of an MOU between the City and the School District for the relocation of the Elk Creek Library Branch. The MOU approval will require a \$100 monthly fee, which reduces the net operating expense of the Elk Creek Library Branch by approximately \$150 per month; savings which could be utilized for additional enhancements of other Library services in the future. Staff recommends approval. **M/S – Mello/Yoder** to approve an MOU between the City of Willows and Stony Creek Joint Unified School District for the relocation of the Elk Creek Library Branch. The motion unanimously passed 5/0.

- b) Consider adoption of two Resolutions for the use of Downtown Façade Improvement Funds for two exterior façade rehabilitation projects:

Two grant applications were recently submitted to the City; one for a regular Façade Improvement Grant and one for a Façade Mini-Grant. They are as follows:

- (1) David and Laura Boehm have made an application request to the City for a grant under the Downtown Façade Improvement Program for several exterior improvements, to include installation of new doors and windows to an existing commercial building located at 300 N Butte Street. The initial project, which is to reuse an existing commercial building to establish an exercise business, was heard

by the Planning Commission on August 20, 2014 under a Conditional Use Permit and Design Review application. It was understood during the hearing of the item that new windows and doors would be part of the overall project, as the building had a fire and was being remodeled. The total cost estimate of the project is approximately \$35,798.86. Per the Program Guidelines, an applicant may request funding assistance in which the Program would reimburse the applicant fifty percent (50%) of the total project cost. Window replacement is listed as eligible façade improvements. Other improvements can be made with written approval if they meet the objectives of the Program. The grant application was reviewed by the Greater Willows Improvement League (GWIL) and a recommendation was made to only fund a portion of the request not to exceed \$10,000.

- (2) Jennifer Carriere-La Duke has made an application request to the City for a mini-grant under the Downtown Façade Improvement Program, to paint the exterior of the building at 136 S. Butte Street. Ms Carriere La Duke desires to improve the building front and south side with new paint. The total cost of the project is \$1,553.22. Mini grants are available up to a maximum of \$1,500 per project. The grant application was reviewed by GWIL and a recommendation was made to fund the request. The applicant will have to pay the difference as the amount is more than the allowed maximum mini grant. The type of work proposed did not require Planning Commission approval, as the color choice is within the acceptable color scheme and approved by GWIL.

**M/S – Hansen/Yoder** to adopt a Resolution approving the use of Downtown Façade Improvement Funds for David and Laura Boehm, owners of an existing commercial building located at 300 North Butte Street. The motion unanimously passed 5/0.

**M/S – Mello/Yoder** to adopt a Resolution approving the use of Downtown Façade Improvement Funds for a Mini-Grant to Jennifer Carriere-LaDuke, owner of an existing commercial building located at 136 South Butte Street. The motion unanimously passed 5/0.

- c) Consider adoption of a Resolution authorizing overtime and portal-to-portal pay for employees using the Cal OES Salary Survey:

Each year the Willows Fire Department has administratively provided to Cal OES a Salary Survey. This year with changes in California Fire Assistance Agreement it is required that the governing body now provide a Resolution declaring that its employees be paid portal-to-portal while in course of the official duty in support of emergency incidents.

This does not represent any change in activity, as both Willows City and Willows Rural Fire Protection Districts have engaged in providing OES service for a number of years. This is simply a new requirement to have a resolution on file.

**M/S – Hansen/Yoder** to adopt a Resolution authorizing overtime and Portal-to-Portal Pay for Employees. The motion unanimously passed 5/0.

- d) Consider adoption of two Resolutions consenting to inclusion of the City of Willows Properties in the California Home Finance Authority PACE Programs and Associate Membership in California Home Finance Authority:

California Home Finance Authority ("CHF"), which is in the process of formally changing its name to Golden State Finance Authority, is a joint exercise of powers authority established pursuant to Chapter 5 of Division 7, Title 1 of the Government Code of the State of California (Section 6500 and following) (the "Act") and the Joint Power Agreement entered into on July 1, 1993, as amended from time to time (the "Authority JPA").

CHF has established two Property Assessed Clean Energy ("PACE") financing programs for residential, commercial, industrial and agricultural properties to address high up-front costs for property owners who wish to improve their properties through installation of measures that will generate renewable energy or reduce their energy and water use. By offering low cost financing, CHF's PACE programs allow construction of these projects to proceed and, in the process, stimulate building activity and the overall local economy, reduce peak energy demand, increase property values, and generate savings on utility bills for property owners.

CHF contracts with Ygrene Energy Fund CA LLC (Ygrene) to serve as the program administrator and to operate the Ygrene Works for California PACE financing program.

CHF has established two PACE programs under the legislative authority of two separate California PACE laws:

**SB 555 PACE Community Facilities District:** Senate Bill 555 amended the Mello-Roos Community Facilities Act, set forth in sections 53311 through 53368.3 of the California Government Code and particularly in accordance with sections 53313.5(l) and 53328.1(a) ("Mello-Roos Act"), to allow for the creation of Community Facilities Districts ("CFDs") for the purpose of financing or refinancing the acquisition, installation, and improvement of energy efficiency, water conservation, renewable energy and electric vehicle charging infrastructure improvements permanently affixed to private or publicly-owned real property. Individual properties can be annexed into the district and be subject to the special tax that is imposed to repay project financing only if (i) the Council adopts a resolution consenting to the inclusion of parcels in the incorporated areas of the City within the CFD and (ii) each participating owner provides its unanimous written approval for annexation of its property into the PACE CFD.

**AB 811 PACE Contractual Assessment Program:** By the passage of Assembly Bill 811, the California State Legislature added Chapter 29 to the Improvement Bond Act of 1911, being Division 7 of the California Streets and Highways Code. This legislation authorized cities and counties to establish voluntary contractual assessment programs for the purpose financing private property improvements that promote renewable energy generation, energy and water efficiency and electric vehicle charging infrastructure.

As with the SB 555 CFD, properties can be annexed into the AB 811 PACE program and be subject to the property tax assessment that is imposed to repay project financing only if (i) the Council adopts a resolution consenting to the inclusion of parcels in the incorporated areas of the City within the program and (ii) each participating owner consents in writing to the annexation of its property into the PACE program.

The City of Willows has previously approved participation in another PACE program. Adding the CHF PACE programs, to be administered by Ygrene , provides additional options and opportunities for City property owners. It will not add to or require any additional responsibilities for the City.

### **JPA ASSOCIATE MEMBERSHIP**

To participate in the PACE programs, the City must become an Associate Member of CHF (JPA Agreement attached). Associate membership requires no dues or other costs to the City, but permits participation in all CHF programs including the PACE program. The attached resolutions approve joining the JPA as an Associate Member. Pursuant to the JPA Agreement and CHF Board Resolution 15-01, the Executive Director has the authority to approve the addition of new Associate Members to the JPA.

### **PROGRAM AUTHORIZATION BEING SOUGHT**

CHF is in the process of seeking validation judgments for both the SB 555 and the AB 811 programs from the Superior Court for the County of Sacramento. However, CHF intends to only implement ONE of the above PACE programs. Once the court enters the validation judgments, CHF will select the PACE program it believes will provide property owners with the greatest flexibility. The other PACE program will not be implemented unless changes in the PACE laws warrant changing or adding that option.

In support of CHF's approach, the Council is being asked to pass two resolutions that would approve the following actions:

The first resolution authorizes the City to join the JPA as an Associate Member and permits property owners within the incorporated areas of the City to participate in the CHF SB 555 Community Facilities District.

The second resolution authorizes the City to join the JPA as an Associate Member and permits property owners within the incorporated areas of the City to participate in the CHF AB 811 Authority PACE Program.

Each resolution also authorizes CHF (1) to accept applications from property owners within the City's incorporated area to finance authorized improvements; and (2) to conduct proceedings and levy special taxes or contractual assessments, as applicable, on the property of participating owners.

Following are additional PACE program considerations:

- Supports development of renewable energy sources, installation of energy and water efficiency improvements, reduction of greenhouse gases, and protection of the environment.
- Only property owners who voluntarily choose to participate in the program will be subject either to assessments or special taxes, depending on which program CHF decides to implement.

- Program financing provides for an affordable method for many property owners to reduce their energy costs and improve their properties.
- Because program financing can be readily transferred upon sale, even owners who are planning to sell have the ability to make responsible and beneficial improvements to their property.
- While early payment premiums apply in some circumstances, property owners can choose to pay off the program financing at any time.
- The City incurs no financial obligations as a result of program participation.
- Once the Council passes the resolutions, the City will incur no costs, and no staff time is required for administration or funding of the PACE program.

Staff recommends that the City Council take the following actions:

1. Review and adopt Resolution 14-2015 consenting to Inclusion of Properties within the City's Incorporated Area in CHF Community Facilities District No. 2014-1 (Clean Energy) to Finance Renewable Energy Generation, Energy Efficiency, Water Conservation and Electric Vehicle Charging Infrastructure Improvements and approving associate membership in CHF.
2. Review and adopt Resolution 15-2015 consenting to Inclusion of Properties within the City's Incorporated Area in the CHF PACE Program to Finance Renewable Energy Generation, Energy and Water Efficiency Improvements and Electric Vehicle Charging Infrastructure and approving associate membership in CHF.

There are no fiscal impacts associated with the recommended actions. There is no cost to the City to become an associate member of the JPA or by opting into the PACE programs. The City will have no administrative responsibilities, marketing obligations, or financial obligations associated with the PACE program.

**M/S – Yoder/Hansen** to adopt a Resolution consenting to inclusion of properties within the City's jurisdiction in the California Home Finance Authority Community Facilities District Number 2014-1 (Clean Energy) to finance renewable energy improvements, energy efficiency and water conservation improvements and electric vehicle charging infrastructure and approving associate membership in the joint exercise of powers authority related thereto. The motion unanimously passed 5/0.

**M/S – Hansen/Williams** to adopt a Resolution consenting to the inclusion of properties within the City's jurisdiction in the California Home Finance Authority, Program to finance renewable energy generation, energy and water efficiency improvements and electric

vehicle charging infrastructure and approving associate membership in the joint exercise of powers authority related thereto. The motion unanimously passed 5/0.

- e) Consider adoption of a Resolution authorizing a professional services agreement between the City of Willows and Disability Access Consultants to complete an ADA self-evaluation and transition plan in conjunction with the Glenn County Transit & Transportation Authority as required by the Americans with Disabilities Act:

The Americans with Disabilities Act requires all public entities to complete a self-evaluation and transition plan to ensure ADA compliant accessibility services are properly provided to the public. The Glenn County Transportation Commission (GCTC) as the lead procurement agency has requested proposals from qualified consultants for the preparation of a Self-Evaluation and Transition Plan that fully complies with the requirements of the Americans with Disabilities Act of 1990 (ADA) including changes made by the ADA Amendments Act of 2008 for all public right-of-ways owned by Glenn County, the City of Orland, and the City of Willows.

In addition to this primary proposal, GCTC had requested supplemental proposals on behalf of Glenn County and the City of Willows for the preparation of a Self-Evaluation and Transition Plan that fully complies with the ADA for all remaining public facilities and programs. The cost to the City of Willows for the supplemental proposal for the scope of work necessary to meet the requirements is \$17,950 and would be completed in conjunction with the scope of work authorized by the Glenn County Board of Supervisors for Glenn County facilities and programs. Staff is recommending approval of the Willows supplemental proposal.

Contract approval will require a \$17,950. Staff recommends the Council allocate NCCSIF ADA and Safety Grant (Fund 355) \$10,562 and the balance of \$7388 from the Community Discretionary (Fund 330).

**M/S – Hansen/Yoder** to adopt a Resolution authorizing a professional services agreement between the City of Willows and Disability Access Consultants to complete an ADA self-evaluation and transition plan in conjunction with the Glenn County Transit & Transportation Authority as required by the Americans with Disabilities Act and also to allocate \$10,562 from Fund 355 and the remainder of \$7388 from Fund 330 to pay for the project for a total of \$17,950. The motion unanimously passed 5/0.

**12. Council Member Reports:**

- Council Member Williams reported that he attended the Memorial Day Program and was very impressed with the work of the volunteers who helped with the event.
- Council Member Hansen reported that he attended the Transit & Transportation Meetings and also the Glenn County Waste Management Regional Committee Meeting.

**13. Closed Session:      None Scheduled.**

14. **Adjournment:** Mayor Domenighini adjourned the meeting at 8:50 p.m.

Dated: May 26, 2015

NATALIE BUTLER

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City Clerk

The City of Willows is an Equal Opportunity Provider