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

Wednesday, November 12, 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 November 12, 2014, Agenda.
5. Presentations & Proclamations: None
6. Public Comment / Written Communications: Members of the public wishing to address the Council on any item(s) *not on the agenda* may do so at this time when recognized by the Mayor/Vice Mayor; however, no formal action will be taken unless placed on a future agenda. *(Public Comment is generally restricted to three minutes).*
7. Consent Agenda: Consent items are considered to be routine by the City Council and will be enacted in one motion. There will be no separate discussion on these items unless a Councilperson or citizen requests, in which event the item will be removed from the consent agenda.
   a) Consider approval of General, Payroll & Direct Deposit Check Registers.
   b) .Consider adoption of four (4) Resolutions affirming and updating Cafeteria Plan Terms with the City of Willows and the (1) Willows Employees Association, (2) Willows Public Safety Association, (3) Department Heads and Confidential Employees, and (4) the City Manager.
   c) Consider approval of Minutes of the September 23, 2014, Regular City Council Meeting.
   d) Accept the City of Willows Quarterly Treasurer's Report of Cash & Investments as of June 30, 2014.
   e) Consider adoption of a Resolution establishing City Council Meetings in accordance with the recently amended Municipal Code, with an effective date of all changes to be January 1, 2015.
8. Public Hearings: *(Persons wishing to speak during a Public Hearing are asked to approach the microphone to address the Council and limit comments to three minutes. Although not required, it is also requested that you please state your name for the record).*
   a) Conduct a public hearing and following closure, consider, by motion, adoption of a Resolution approving rate increases for solid waste collection services in the City of Willows, effective December 1, 2014.

9. Ordinances: None

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

11. New Business:

a) Consider adoption of a Resolution approving an increase in the Billing Rate under the Professional Services Agreement with Wildan Engineering to provide General Planning and Environmental Services to the City of Willows.

b) Receive nominations and by motion, appoint an Interim Mayor & Vice Mayor for the remainder of the 2014 term.

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.

CONFERENCE WITH LABOR NEGOTIATOR(S) Pursuant to Section 54957.6

Agency Negotiators:	City Manager Steve Holsinger Finance Director Tim Sailsbery
Employee Organization(s):	All Unrepresented City Employees including City Manager, City Attorney, City Council and All Other Elected or Appointed Members of the City of Willows Boards and Commissions.

14. Report-Out from Executive Session:

15. Adjournment:

CERTIFICATION:

Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before November 7, 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

AGENDA ITEM November 12, 2014

TO: Honorable Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Consideration of Proposed Rate Increase for Solid Waste Collection in accordance with terms and provisions of the Franchise Agreement with USA Waste of California, Inc (dba Glenn County Disposal).

RECOMMENDATION

This is a public hearing. The City Council should conduct the public hearing and following closure, by Motion, adopt the attached Resolution approving rate increase for solid waste collection services to be effective December 1, 2014

SUMMARY

Waste Management (dba, Glenn County Disposal) has requested consideration of a rate adjustment for residential and commercial solid waste services provided within the City of Willows. Provisions approved in November 2006; as part of the Franchise Agreement renewal, included consideration for annual rate increases to be calculated based upon several factors as defined in Article I, Sections 1, 2 & 3. In accordance with the aforementioned provisions; Waste Management may seek recovery of increased costs associated with any future CPI, Tipping Fee or Fuel Cost Adjustment impacts requiring increases during the same annual adjustment period.

The following is a brief summary of the proposed rate adjustments and the factors impacting the increased cost of services to the community. The City Council will be conducting a public hearing on the rate adjustment proposal.

RATE ADJUSTMENT EXPLANATION

The Franchise agreement (Article I, Sections 1, 2 & 3) defines specific impacts involving justification for periodic rate adjustments. The applicable criteria in conjunction with this annual rate adjustment proposal are:

- Annual rate increase consideration in conjunction with changes to the CPI (based upon the Department of Labor Consumer Price Index for All Urban Consumers within the Western States Index area) and the annual changes in conjunction with Fuel Cost adjustment impacts.

Waste Management has requested a rate adjustment of 1.84% for residential and commercial customers, to become effective December 1, 2014. The purpose of this rate increase is to provide an adjustment due to increases in the Consumer Price Index and recovery of costs in conjuncition with Fuel Costs Adjustment fees. The CPI change from August 2013 thru August 2014 is equal to 5.069 index points or an equivalent 2.14% increase to Urban Consumers in the Western States Index area. This percentage is applied to base rate of the prior year solid waste rates in Willows. This result becomes the CPI portion of the rate adjustment for the subsequent year. The CPI adjustment for the 2014 - 2015 year is 2.14% for all Willows solid waste customers.

This adjustment request also allows Waste Management to calculate costs associated with Fuel Adjustment Expenses over the preceding year. Those calculations actually result in an overall (decrease) in Fuel Expense Adjustments of (- 0.30%). Our current Agreement prohibits annual adjustment in excess of 2.00% in conjunction

with the Fuel Cost Adjustment. Therefore the overall (– 0.30%) (decrease) in base rates pursuant to the terms of the Franchise Agreement have been included in the calculations of this Fuel Rate Adjustment Request

The requested rate adjustment of 1.84% for residential customers will result in a $0.28/per month increase on average. This results in an annual cost increase of approximately $3.36 per customer in Willows. A detailed analysis of the cost impacts is attached, as well as a rate schedule for each applicable category of service. Staffs recommends City Council conduct the Public Hearing and following the public hearing, approve the proposed rate increase for solid waste collection services to become effective December 1, 2014.

Additionally, during the prior year rate adjustment request, the City Council did consider a modification to the current contract terms & provisions; essentially removing the following requirement: Under ARTICLE II CONTACTOR'S OBLIGATIONS Section 2. A iv (additional services)

> "Bag and Tag Program" – Each resident will be provided with 12 stickers each calendar year that will allow the resident to put a tag on additional bagged garbage (not to exceed 40 pounds) next to the resident's cart at no charge with use of one of the stickers.

Waste Management had proposed replacing this requirement with an annual Community Clean UP event at no additional charge to the City for residents participating in the Clean Up Event. Council directed staff to schedule a Community Clean Up event during 2014 on a one-time trial basis and to reconsider the elimination of the "Bag & Tag" provision during this year's annual rate request discussion. Therefore, staff is seeking final direction from the Council concerning the possible elimination of the "Bag & Tag" contract amendment.

FINANCIAL CONSIDERATIONS

None at this time

NOTIFICATION

Waste Management, Inc (dba, Glenn County Disposal)

ALTERNATE ACTIONS

1. The City Council should conduct the public hearing and following closure, by Motion, adopt the attached Resolution approving rate increase for solid waste collection services to be effective December 1, 2014

2. Request additional information from Staff

RECOMMENDATION

This is a public hearing. The City Council should conduct the public hearing and following closure, by Motion, adopt the attached Resolution approving rate increase for solid waste collection services to be effective December 1, 2014

Respectfully submitted,

Stephen A Holsinger
City Manager

Attachments: Resolution adopting Solid Waste Rate Schedule
Exhibit "A" Willows Solid Waste Rate Schedule – December 1, 2014
Willows Rate Adjustment Analysis
Waste Management Request for Contract Modification – delete Bag & Tag Program

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ADOPTING REFUSE COLLECTION RATES, APPROVING AMENDMENT TO RESIDENTIAL & COMMERCIAL RATE SCHEDULES AS PROVIDED WITHIN THE PROVISIONS OF THE FRANCHISE AGREEMENT APPROVED NOVEMBER 28, 2006

WHEREAS, in accordance with Section 8.29 et seq. of the Willows Municipal Code, the City entered into a contract for refuse collection with USA Waste of California, Inc. (dba Glenn County Disposal, Inc.) on November 28, 2006; and

WHEREAS, contained in the contract are provisions for review of the agreement including, but not limited to the rate schedule; and

WHEREAS, expense recovery for the Contractor in conjunction with increases in the Consumer Price Index (based upon the All Urban Consumers Index for the Western States Index area) is justified, and;

WHEREAS, (decreased) expenses associated with Fuel Cost Adjustment will require adjustment to residential & commercial service rates, and;

WHEREAS, an annual review has been completed and certain amendments and/or modification to Franchise Agreement; concerning the Bag & Tag Program and to the rate structure have been proposed to provide the City's contractor with a fair rate of return as shown on the attachments; and

NOW THEREFORE, BE IT RESOLVED, that the rate schedule shown on Exhibit "A" is approved, effective December 1, 2014, and current rates adopted by City Council Resolution, dated the 22nd day of October, 2013; previously setting the refuse rate is hereby repealed.

It is hereby certified that the foregoing resolution _____ of the City Council was duly introduced and duly adopted by the City Council of the City of Willows at its regular meeting held on the 12th day of November, 2014, by the following roll call vote: ( )

Ayes in favor:
Noes:
Absent:
Abstain:

Approved:

_____
Jeff Cobb, Mayor

Attest:

_____
Natalie J. Butler, City Clerk

CITY OF WILLOWS
ANNUAL RATE INCREASE
EFFECTIVE 12/1/2014

CPI % Adjustment	2.14%
Fuel % Adjustment	-0.30%
Total Price Increase	1.84%

RESIDENTIAL RATES	Current Monthly Rates Effective 12/1/2013	CPI Adjustment	Fuel Adjustment	New Monthly Rate Effective 12/1/2014
64 Gallon Carts	$18.66	$0.40	-$0.06	$19.00
96 Gallon Carts	$26.63	$0.57	-$0.08	$27.12
35 Gallon Cart (Senior)*	$12.80	$0.27	-$0.04	$13.03
Recycle				
64 Gallon Recycle Cart(s) - included with trash	$0.00	$0.00	$0.00	$0.00
Yard Waste				
96 Gallon Yard Waste (one or two carts)**	$4.81	$0.10	-$0.01	$4.90
Additional Yard Waste Carts (after two)**	$4.81	$0.10	-$0.01	$4.90
Extra pickup				
Per bag (service day)	$3.21	$0.07	-$0.01	$3.27
35 Gallon cart (service day)	$4.31	$0.09	-$0.01	$4.39
64 Gallon cart (service day)	$5.95	$0.13	-$0.02	$6.06
96 Gallon cart (service day)	$7.52	$0.16	-$0.02	$7.66
*Senior rate will never be more than 72% of the 64 gallon rate.				
*Green waste is a subscription service with an additional charge for each level of residential service.				

RESIDENTIAL RATES	Current Monthly Rates Effective 12/1/2013	CPI Adjustment	Fuel Adjustment	New Monthly Rate Effective 12/1/2014
2 yd - 1X Week	$112.88	$2.42	-$0.34	$114.96
2 yd - 2X Week	$213.45	$4.57	-$0.64	$217.38
2 yd - 3X Week	$313.35	$6.71	-$0.93	$319.13
2 yd - 4X Week	$413.72	$8.86	-$1.23	$421.35
2 yd - 5X Week	$514.00	$11.01	-$1.53	$523.48
4 yd - 1X Week	$213.45	$4.57	-$0.64	$217.38
4 yd - 2X Week	$339.53	$7.27	-$1.01	$345.79
4 yd - 3X Week	$508.86	$10.90	-$1.52	$518.24
4 yd - 4X Week	$602.67	$12.91	-$1.80	$613.78
4 yd - 5X Week	$753.35	$16.14	-$2.25	$767.24
6 yd - 1X Week	$281.80	$6.04	-$0.84	$287.00
6 yd - 2X Week	$455.69	$9.76	-$1.36	$464.09
6 yd - 3X Week	$633.18	$13.57	-$1.89	$644.86
6 yd - 4X Week	$816.81	$17.50	-$2.44	$831.87
6 yd - 5X Week	$1,021.01	$21.88	-$3.04	$1,039.85
8 yd - 1X Week	$356.40	$7.64	-$1.06	$362.98
8 yd - 2X Week	$582.84	$12.49	-$1.74	$593.59
8 yd - 3X Week	$811.95	$17.40	-$2.42	$826.93
8 yd - 4X Week	$1,048.92	$22.47	-$3.13	$1,068.26
8 yd - 5X Week	$1,310.87	$28.09	-$3.91	$1,335.05
64 Gal commercial rate - trash	$18.66	$0.40	-$0.06	$19.00
96 Gal commercial rate - trash	$26.63	$0.57	-$0.08	$27.12
Recycle				
64 or 96 Gallon - Mixed Recyclables	$0.00	$0.00	$0.00	$0.00
3 Yd - Cardboard only	$29.69	$0.64	-$0.09	$30.24
Extra Pickups				
2 yd Extra pickup	$15.71	$0.34	-$0.05	$16.00
4 yd Extra pickup	$29.00	$0.62	-$0.09	$29.53
6 yd Extra pickup	$35.84	$0.77	-$0.11	$36.50
8 yd Extra pickup	$44.45	$0.95	-$0.13	$45.27
Snapshot - Excess yards	$14.92	$0.32	-$0.04	$15.20

RESIDENTIAL RATES	Current Monthly Rates Effective 12/1/2013	CPI Adjustment	Fuel Adjustment	New Monthly Rate Effective 12/1/2014
4 Cubic Yard	$94.68	$2.03	-$0.28	$96.43
20 Cubic Yard	$420.19	$9.00	-$1.25	$427.94
30 Cubic Yard	$479.42	$10.27	-$1.43	$488.26
Disposal	$70.00	$0.00	$0.00	$70.00
Per Day rental charge after seven days	$11.38	$0.24	$0.00	$11.62
Per hour relocation charge	$28.44	$0.61	$0.00	$29.05

CITY OF WILLOWS
ANNUAL RATE INCREASE
CPI CALCULATION

Consumer Price Index - All Urban Consumers
Series Id: CUUR0400SA0
Not Seasonally Adjusted
Area: West urban
Item: All items
Base Period: 1982-84=100

Aug-14	241.66
Aug-13	236.591
Point Change:	5.069
CPI Change:	**2.14%**

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2002	182.4	183.2	184	185.1	184.8	184.5	184.7	185.3	185.7	185.8	185.8	185.5	184.7	184	185.5
2003	186.6	188.1	189.3	188.8	188.5	188.1	188.4	189.2	189.6	189.4	188.5	188.3	188.6	188.2	188.9
2004	189.4	190.8	192.2	192.3	193.4	193.3	192.9	193	193.8	195	195.1	194.2	193	191.9	194
2005	194.5	195.7	197.1	198.6	198.8	198	198.6	199.6	201.7	202.6	201.4	200	198.9	197.1	200.7
2006	201.7	202.7	203.8	205.3	206.9	206.4	206.7	207.5	207.8	207.1	206.3	206.2	205.7	204.5	206.9
2007	207.79	208.995	210.778	212.036	213.063	212.68	212.542	212.406	212.92	213.917	214.904	214.733	212.23	210.89	213.57

CITY OF WILLOWS
FUEL CALCULATION

Fuel Adjustment Calculations	
Fuel Expense - Sep 13 - Aug 14 for Entire BU	$339,155
Total Operating Expenses - Sep 13 - Aug 14 for Entire BU	$2,070,343
Fuel Expense as a % of Total Operating Expenses	16.38%
Avg fuel cost prior year Sep 2012 - Aug 2013	**$4.18**
Avg fuel cost current year Sep 2013 - Aug 2014	**$4.10**
Change (cents)	-$0.08
% Fuel Change	-1.82%
Current year CPI index adjustment	2.14%
% Change applicable to fuel expenses	-1.82%
Calculated Fuel Adj to base rate	-0.30%
Fuel Adjustment, not to exceed + or - 2%	-0.30%

Fuel Change History	
Net Fuel Change	3.35%
Fuel Change Eff December 2014	-0.26%
Fuel Change Eff December 2013	-0.35%
Fuel Change Eff December 2012	1.48%
Fuel Change Eff December 2011	2.00%
Fuel Change Eff December 2010	1.48%
Fuel Change Eff December 2009	-2.00%
Fuel Change Eff December 2008	2.00%
Fuel Change Eff December 2007	-1.00%

CITY OF WILLOWS

8/21/2013

Website: US Energy Informatin Administration

http://www.eia.gov/dnav/pet/hist/LeafHandler.ashx?n=PET&s=EMD_EPD2D_PTE_SCA_DPG&f=M

Month/Year	California No 2 Diesel Retail Sales by All Sellers (Dollars per Gallon)	Rolling Annual Average
Aug-2006	$3.193	
Sep-2006	$3.053	
Oct-2006	$2.721	
Nov-2006	$2.679	
Dec-2006	$2.906	
Jan-2007	$2.803	
Feb-2007	$2.886	
Mar-2007	$2.885	
Apr-2007	$2.985	
May-2007	$2.964	
Jun-2007	$3.019	
Jul-2007	$3.123	$2.935
Aug-2007	$3.049	$2.923
Sep-2007	$3.024	$2.920
Oct-2007	$3.267	$2.966
Nov-2007	$3.608	$3.043
Dec-2007	$3.475	$3.091
Jan-2008	$3.423	$3.142
Feb-2008	$3.488	$3.193
Mar-2008	$4.014	$3.287
Apr-2008	$4.265	$3.393
May-2008	$4.673	$3.536
Jun-2008	$4.968	$3.698
Jul-2008	$4.965	$3.852
Aug-2008	$4.542	$3.976
Sep-2008	$4.087	$4.065
Oct-2008	$3.568	$4.090
Nov-2008	$2.832	$4.025
Dec-2008	$2.345	$3.931
Jan-2009	$2.297	$3.837
Feb-2009	$2.260	$3.735
Mar-2009	$2.139	$3.578
Apr-2009	$2.336	$3.418
May-2009	$2.354	$3.224
Jun-2009	$2.697	$3.035
Jul-2009	$2.734	$2.849
Aug-2009	$2.850	$2.708
Sep-2009	$2.837	$2.604
Oct-2009	$2.856	$2.545
Nov-2009	$2.962	$2.556
Dec-2009	$2.913	$2.603
Jan-2010	$2.997	$2.661
Feb-2010	$2.938	$2.718
Mar-2010	$3.058	$2.794
Apr-2010	$3.206	$2.867
May-2010	$3.205	$2.938
Jun-2010	$3.102	$2.972
Jul-2010	$3.124	$3.004
Aug-2010	$3.164	$3.030
Sep-2010	$3.144	$3.056
Oct-2010	$3.214	$3.086
Nov-2010	$3.305	$3.114
Dec-2010	$3.408	$3.155
Jan-2011	$3.560	$3.202
Feb-2011	$3.804	$3.275
Mar-2011	$4.187	$3.369
Apr-2011	$4.400	$3.468
May-2011	$4.362	$3.565
Jun-2011	$4.213	$3.657
Jul-2011	$4.106	$3.739
Aug-2011	$4.009	$3.809
Sep-2011	$4.057	$3.885
Oct-2011	$4.059	$3.956
Nov-2011	$4.245	$4.034
Dec-2011	$4.095	$4.091
Jan-2012	$4.103	$4.137
Feb-2012	$4.251	$4.174
Mar-2012	$4.474	$4.198
Apr-2012	$4.419	$4.199
May-2012	$4.316	$4.196
Jun-2012	$4.027	$4.180
Jul-2012	$3.917	$4.164
Aug-2012	$4.240	$4.184
Sep-2012	$4.456	$4.217
Oct-2012	$4.376	$4.243
Nov-2012	$4.170	$4.237
Dec-2012	$4.076	$4.235
Jan-2013	$4.083	$4.234
Feb-2013	$4.325	$4.240
Mar-2013	$4.245	$4.221
Apr-2013	$4.134	$4.197
May-2013	$4.040	$4.174
Jun-2013	$4.023	$4.174
Jul-2013	$4.068	$4.186
Aug-2013	$4.138	$4.178
Sep-2013	$4.209	$4.157
Oct-2013	$4.134	$4.137
Nov-2013	$4.048	$4.127
Dec-2013	$4.073	$4.127
Jan-2014	$4.082	$4.127
Feb-2014	$4.084	$4.107
Mar-2014	$4.092	$4.094
Apr-2014	$4.089	$4.090
May-2014	$4.119	$4.097
Jun-2014	$4.101	$4.103
Jul-2014	$4.110	$4.107
Aug-2014	$4.085	$4.102

November 12, 2014

AGENDA ITEM

TO: Steve Holsinger, City Manager

FROM: Tim Sailsbery, Finance Director

SUBJECT: Updating Cafeteria Plan Terms

RECOMMENDATION

Approve Resolutions Affirming and Updating Cafeteria Plan Terms With the City of Willows and the Willows Employees Association, Willows Public Safety Association, Department Heads and Confidential Employees, and City Manager

SITUATION (or BACKGROUND):

The City has provided various employee benefits via a cafeteria plan since the late 1990's. Part of the process of maintaining the cafeteria plan is to update the terms and conditions of the plan periodically. The attached resolutions provide the proper update to the terms, conditions, and amounts provided to all full-time, benefitted employees through November 30, 2015. Such resolutions will continue on a periodic "housekeeping" basis to reflect terms and conditions of the plan.

Staff acknowledges that four resolutions are somewhat cumbersome. However, each resolution recognizes a distinct group within the City's employ in accordance with the original cafeteria plan resolutions. As such, resolutions are provided for each grouping.

FINANCIAL CONSIDERATIONS:

No additional appropriation currently. The effect of the cafeteria plan and corresponding health insurance rates will be double checked against the 2014-15 adopted budget, and adjustments, if appropriate will be brought forth as part of mid-year budget review.

NOTIFICATION

N/A

ALTERNATE ACTIONS

1. Authorize as presented
2. Reject affirmation and update
3. Request additional information and postpone authorization consideration to a future date.

RECOMMENDATION

Approve Resolutions Affirming and Updating Cafeteria Plan Terms With the City of Willows and the Willows Employees Association, Willows Public Safety Association, Department Heads and Confidential Employees, and City Manager

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Respectfully submitted,

Tim Sailsbery
Finance Director

Attached: Cafeteria Plan Document
Resolutions (4)

CITY OF WILLOWS' Cafeteria Plan

Willows Employee Association
Willows Public Safety Association
Confidential Employees and Department Heads
City Manager

1. **Term of Agreement:** The agreement is for the period beginning December 1, 2014 and ending November 30, 2015.

2. **Continuation of Existing Agreements:** Except as specifically indicated in this Resolution, the terms and conditions contained in the previously approved MOUs and resolutions between the City and the Association will continue in effect through the duration of this agreement.

3. **Health Insurance:**

Effective December 1, 2014

The City will provide payment for health insurance premiums in the amount of $122 per employee, per month, towards enrollment in the City's sponsored CalPERS health plan, regardless of the number of dependents the employee has enrolled in the City's sponsored CalPERS health plan.

Employees may choose not to enroll in the City of Willows' sponsored CalPERS health plan. Employees who opt out of enrollment in the City of Willows' sponsored CalPERS health plan will not receive the City's payment for health insurance premiums provided to other employees who are enrolled in the City's sponsored CalPERS health plan. If an employee in this status subsequently elects to be covered by the City's sponsored health plan, they may enter the plan subject to enrollment criteria established by CalPERS.

4. **Employer Contributions to Cafeteria Plan Benefits:**

The City will maintain a Section 125 qualifying Cafeteria Plan which shall provide for the following menu of benefits:

- Balance of premiums for the City's sponsored CalPERS health plan
- AFLAC supplemental insurance
- Dental and vision insurance through Premier Access Dental and Vision
- Deferred Compensation in a Section 457 plan with ICMA or Nationwide

A benefit under the Cafeteria Plan is contingent upon an understanding that the benefit qualifies as a pre-tax benefit pursuant to State and Federal tax laws. If for any reason State or Federal law precludes one or more of the above listed benefits from the protection of a Section 125 Cafeteria Plan, the City may remove that benefit from the Plan in order to maintain the City's Cafeteria Plan as a Section 125 qualifying plan.

The City will contribute a flexible benefit allowance to all employees eligible to participate in the Cafeteria Plan. Receipt of any flexible benefit allowance to the Cafeteria Plan shall be in addition to the City's contribution that is provided towards the employee's premiums for the City's sponsored health plan as stated above. The City's flexible benefit allowance provided to an employee shall be determined based on the employee's participation level, as follows:

TIER 1: Eligible Employees who opt-out of enrollment in the City's sponsored CalPERS health plan shall receive a Cafeteria Plan allowance of $481.00 per month. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan. In order to be eligible for this benefit, the employee must provide written proof of other medical insurance coverage.

TIER 2: Eligible employees who elect to enroll in employee-only medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $682.34 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 3: Eligible employees who elect to enroll in employee-plus-one medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,486.68 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 4: Eligible employees who elect to enroll in employee-plus-two-or-more medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,969.28 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

All MOU changes will be memorialized in a resolution of the City of Willows City Council.

RESOLUTION NO. _____

Resolution of the City Council of the City of Willows Affirming and Updating Cafeteria Plan Terms in Agreement With the City of Willows and the Willows Employees' Association

WHEREAS, the City endeavors to provide adequate health and welfare benefits for employees and their dependents;

WHEREAS, the City and the Willows Employees' Association ("Association") believe it to be in the best interest of the City and the Association's represented employees to continue to make available quality health insurance, as well as access to other flexible welfare benefits via the City's Cafeteria Plan; and

WHEREAS, the City and the Association have met and conferred to discuss the update of the cafeteria plan amounts,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows does hereby approve an agreement between the City and the Association reflecting the following:

1. **Term of Agreement:** The agreement is for the period beginning December 1, 2014 and continue through November 30, 2015.

2. **Continuation of Existing Agreements:** Except as specifically indicated in this Resolution, the terms and conditions contained in the previously approved Memorandums of Understanding and resolutions between the City and the Association will continue in effect through the duration of this agreement.

3. **Health Insurance:**

Effective December 1, 2014

The City will provide payment for health insurance premiums in the amount of $122 per employee, per month, towards enrollment in the City's sponsored CalPERS health plan, regardless of the number of dependents the employee has enrolled in the City's sponsored CalPERS health plan.

Employees may choose not to enroll in the City of Willows' sponsored CalPERS health plan. Employees who opt out of enrollment in the City of Willows' sponsored CalPERS health plan will not receive the City's payment for health insurance premiums provided to other employees who are enrolled in the City's sponsored CalPERS health plan. If an employee in this status subsequently elects to be covered by the City's sponsored health plan, they may enter the plan subject to enrollment criteria established by CalPERS.

4. **Employer Contributions to Cafeteria Plan Benefits:**

The City will maintain a Section 125 qualifying Cafeteria Plan which shall provide for the following menu of benefits:

- Balance of premiums for the City's sponsored CalPERS health plan
- AFLAC supplemental insurance
- Dental and vision insurance through Premier Access Dental and Vision
- Deferred Compensation in a Section 457 plan with ICMA or Nationwide

A benefit under the Cafeteria Plan is contingent upon an understanding that the benefit qualifies as a pre-tax benefit pursuant to State and Federal tax laws. If for any reason State or Federal law precludes one or more of the above listed benefits from the protection of a Section 125 Cafeteria Plan, the City may remove that benefit from the Plan in order to maintain the City's Cafeteria Plan as a Section 125 qualifying plan.

The City will contribute a flexible benefit allowance to all employees eligible to participate in the Cafeteria Plan. Receipt of any flexible benefit allowance to the Cafeteria Plan shall be in addition to the City's contribution that is provided towards the employee's premiums for the City's sponsored health plan as stated above. The City's flexible benefit allowance provided to an employee shall be determined based on the employee's participation level, as follows:

TIER 1: Eligible Employees who opt-out of enrollment in the City's sponsored CalPERS health plan shall receive a Cafeteria Plan allowance of $481.00 per month. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan. In order to be eligible for this benefit, the employee must provide written proof of other medical insurance coverage.

TIER 2: Eligible employees who elect to enroll in employee-only medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $682.34 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 3: Eligible employees who elect to enroll in employee-plus-one medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,486.68 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 4: Eligible employees who elect to enroll in employee-plus-two-or-more medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,969.28 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

PASSED AND ADOPTED by the Willows City Council this 12th day of November, 2014, by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeff Cobb, Mayor

ATTEST:

_____
City Clerk

RESOLUTION NO. _____

Resolution of the City Council of the City of Willows Affirming and Updating Cafeteria Plan Terms in Agreement With the City of Willows and the Willows Public Safety Association

WHEREAS, the City endeavors to provide adequate health and welfare benefits for employees and their dependents;

WHEREAS, the City and the Willows Public Safety Association ("Association") believe it to be in the best interest of the City and the Association's represented employees to continue to make available quality health insurance, as well as access to other flexible welfare benefits via the City's Cafeteria Plan; and

WHEREAS, the City and the Association have met and conferred to discuss the update of the cafeteria plan amounts,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows does hereby approve an agreement between the City and the Association reflecting the following:

1. **Term of Agreement:** The agreement is for the period beginning December 1, 2014 and continue through November 30, 2015.

2. **Continuation of Existing Agreements:** Except as specifically indicated in this Resolution, the terms and conditions contained in the previously approved Memorandums of Understanding and resolutions between the City and the Association will continue in effect through the duration of this agreement.

3. **Health Insurance:**

Effective December 1, 2014

The City will provide payment for health insurance premiums in the amount of $122 per employee, per month, towards enrollment in the City's sponsored CalPERS health plan, regardless of the number of dependents the employee has enrolled in the City's sponsored CalPERS health plan.

Employees may choose not to enroll in the City of Willows' sponsored CalPERS health plan. Employees who opt out of enrollment in the City of Willows' sponsored CalPERS health plan will not receive the City's payment for health insurance premiums provided to other employees who are enrolled in the City's sponsored CalPERS health plan. If an employee in this status subsequently elects to be covered by the City's sponsored health plan, they may enter the plan subject to enrollment criteria established by CalPERS.

4. **Employer Contributions to Cafeteria Plan Benefits:**

The City will maintain a Section 125 qualifying Cafeteria Plan which shall provide for the following menu of benefits:

- Balance of premiums for the City's sponsored CalPERS health plan
- AFLAC supplemental insurance
- Dental and vision insurance through Premier Access Dental and Vision
- Deferred Compensation in a Section 457 plan with ICMA or Nationwide

A benefit under the Cafeteria Plan is contingent upon an understanding that the benefit qualifies as a pre-tax benefit pursuant to State and Federal tax laws. If for any reason State or Federal law precludes one or more of the above listed benefits from the protection of a Section 125 Cafeteria Plan, the City may remove that benefit from the Plan in order to maintain the City's Cafeteria Plan as a Section 125 qualifying plan.

The City will contribute a flexible benefit allowance to all employees eligible to participate in the Cafeteria Plan. Receipt of any flexible benefit allowance to the Cafeteria Plan shall be in addition to the City's contribution that is provided towards the employee's premiums for the City's sponsored health plan as stated above. The City's flexible benefit allowance provided to an employee shall be determined based on the employee's participation level, as follows:

TIER 1: Eligible Employees who opt-out of enrollment in the City's sponsored CalPERS health plan shall receive a Cafeteria Plan allowance of $481.00 per month. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan. In order to be eligible for this benefit, the employee must provide written proof of other medical insurance coverage.

TIER 2: Eligible employees who elect to enroll in employee-only medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $682.34 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 3: Eligible employees who elect to enroll in employee-plus-one medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,486.68 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 4: Eligible employees who elect to enroll in employee-plus-two-or-more medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,969.28 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

PASSED AND ADOPTED by the Willows City Council, this 12th day of November, 2014, by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeff Cobb, Mayor

ATTEST:

_____
City Clerk

RESOLUTION NO. _____

Resolution of the City Council of the City of Willows Affirming and Updating Cafeteria Plan Terms in Agreement With the City of Willows and Department Heads and Confidential Employees

WHEREAS, the City endeavors to provide adequate health and welfare benefits for employees and their dependents;

WHEREAS, the City and the Department Heads and Confidential Employees believe it to be in the best interest of the City to continue to make available quality health insurance, as well as access to other flexible welfare benefits via the City's Cafeteria Plan

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows does hereby approve an agreement between the City and the Department Heads and Confidential Employees reflecting the following:

1. **Term of Agreement:** The agreement is for the period beginning December 1, 2014 and continue through November 30, 2015.

2. **Continuation of Existing Agreements:** Except as specifically indicated in this Resolution, the terms and conditions contained in the previously approved Memorandums of Understanding and resolutions between the City and the Association will continue in effect through the duration of this agreement.

3. **Health Insurance:**

Effective December 1, 2014

The City will provide payment for health insurance premiums in the amount of $122 per employee, per month, towards enrollment in the City's sponsored CalPERS health plan, regardless of the number of dependents the employee has enrolled in the City's sponsored CalPERS health plan.

Employees may choose not to enroll in the City of Willows' sponsored CalPERS health plan. Employees who opt out of enrollment in the City of Willows' sponsored CalPERS health plan will not receive the City's payment for health insurance premiums provided to other employees who are enrolled in the City's sponsored CalPERS health plan. If an employee in this status subsequently elects to be covered by the City's sponsored health plan, they may enter the plan subject to enrollment criteria established by CalPERS.

4. **Employer Contributions to Cafeteria Plan Benefits:**

The City will maintain a Section 125 qualifying Cafeteria Plan which shall provide for the following menu of benefits:

- Balance of premiums for the City's sponsored CalPERS health plan
- AFLAC supplemental insurance
- Dental and vision insurance through Operating Engineers Local No. 3
- Deferred Compensation in a Section 457 plan with ICMA or Nationwide

A benefit under the Cafeteria Plan is contingent upon an understanding that the benefit qualifies as a pre-tax benefit pursuant to State and Federal tax laws. If for any reason State or Federal law precludes one or more of the above listed benefits from the protection of a Section 125 Cafeteria Plan, the City may remove that benefit from the Plan in order to maintain the City's Cafeteria Plan as a Section 125 qualifying plan.

The City will contribute a flexible benefit allowance to all employees eligible to participate in the Cafeteria Plan. Receipt of any flexible benefit allowance to the Cafeteria Plan shall be in addition to the City's contribution that is provided towards the employee's premiums for the City's sponsored health plan as stated above. The City's flexible benefit allowance provided to an employee shall be determined based on the employee's participation level, as follows:

TIER 1: Eligible Employees who opt-out of enrollment in the City's sponsored CalPERS health plan shall receive a Cafeteria Plan allowance of $481.00 per month. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan. In order to be eligible for this benefit, the employee must provide written proof of other medical insurance coverage.

TIER 2: Eligible employees who elect to enroll in employee-only medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $682.34 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 3: Eligible employees who elect to enroll in employee-plus-one medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,486.68 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 4: Eligible employees who elect to enroll in employee-plus-two-or-more medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,969.28 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

PASSED AND ADOPTED by the Willows City Council this 12th day of November, 2014, by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeff Cobb, Mayor

ATTEST:

_____
City Clerk

RESOLUTION NO. _____

Resolution of the City Council of the City of Willows Affirming and Updating Cafeteria Plan Terms in Agreement With the City of Willows and the City Manager

WHEREAS, the City endeavors to provide adequate health and welfare benefits for employees and their dependents;

WHEREAS, the City and the City Manager believe it to be in the best interest of the City to continue to make available quality health insurance, as well as access to other flexible welfare benefits via the City's Cafeteria Plan

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows does hereby approve an agreement between the City and the City Manager following:

1. **Term of Agreement:** The agreement is for the period beginning December 1, 2014 and continue through November 30, 2015.

2. **Continuation of Existing Agreements:** Except as specifically indicated in this Resolution, the terms and conditions contained in the previously approved Memorandums of Understanding and resolutions between the City and the Association will continue in effect through the duration of this agreement.

3. **Health Insurance:**

Effective December 1, 2014

The City will provide payment for health insurance premiums in the amount of $122 per employee, per month, towards enrollment in the City's sponsored CalPERS health plan, regardless of the number of dependents the employee has enrolled in the City's sponsored CalPERS health plan.

Employees may choose not to enroll in the City of Willows' sponsored CalPERS health plan. Employees who opt out of enrollment in the City of Willows' sponsored CalPERS health plan will not receive the City's payment for health insurance premiums provided to other employees who are enrolled in the City's sponsored CalPERS health plan. If an employee in this status subsequently elects to be covered by the City's sponsored health plan, they may enter the plan subject to enrollment criteria established by CalPERS.

4. **Employer Contributions to Cafeteria Plan Benefits:**

The City will maintain a Section 125 qualifying Cafeteria Plan which shall provide for the following menu of benefits:

- Balance of premiums for the City's sponsored CalPERS health plan
- AFLAC supplemental insurance
- Dental and vision insurance through Premier Access Dental and Vision
- Deferred Compensation in a Section 457 plan with ICMA or Nationwide

A benefit under the Cafeteria Plan is contingent upon an understanding that the benefit qualifies as a pre-tax benefit pursuant to State and Federal tax laws. If for any reason State or Federal law precludes one or more of the above listed benefits from the protection of a Section 125 Cafeteria Plan, the City may remove that benefit from the Plan in order to maintain the City's Cafeteria Plan as a Section 125 qualifying plan.

The City will contribute a flexible benefit allowance to all employees eligible to participate in the Cafeteria Plan. Receipt of any flexible benefit allowance to the Cafeteria Plan shall be in addition to the City's contribution that is provided towards the employee's premiums for the City's sponsored health plan as stated above. The City's flexible benefit allowance provided to an employee shall be determined based on the employee's participation level, as follows:

TIER 1: Eligible Employees who opt-out of enrollment in the City's sponsored CalPERS health plan shall receive a Cafeteria Plan allowance of $481.00 per month. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan. In order to be eligible for this benefit, the employee must provide written proof of other medical insurance coverage.

TIER 2: Eligible employees who elect to enroll in employee-only medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $682.34 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 3: Eligible employees who elect to enroll in employee-plus-one medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,486.68 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

TIER 4: Eligible employees who elect to enroll in employee-plus-two-or-more medical coverage under the City's CalPERS sponsored health plan shall receive a Cafeteria Plan allowance of $1,969.28 per month effective December 1, 2014. The allowance is to be used only towards the purchase of those benefits available through the City's Cafeteria Plan.

PASSED AND ADOPTED by the Willows City Council this 12th day of November, 2014 by the following vote:

AYES:
NOES:
ABSENT:

_____
Jeff Cobb, Mayor

ATTEST:

_____
City Clerk

AGENDA ITEM November 12, 2014

TO: Honorable Mayor Cobb and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Approve an increase in the Billing Rate under the Professional Service Agreement with Wildan Planning and Environmental Services Division.

RECOMMENDATION

Staff recommends that the City Council approve by resolution an increase in the Billing Rate under the Professional Services Agreement with Wildan Engineering to provide General Planning & Environmental Services to the City of Willows.

SUMMARY

Throughout the past couple fiscal years, several options for providing Planning & Environmental Services have been explored by city staff. A Contract for Planning Services was awarded to Wildan Engineering Consultants for the fiscal 09/10 period; ending June 30, 2010. That Contract has since been extended through during each subsequent fiscal year, at the same terms & conditions. Wildan recently consulted with city staff in conjunction with an internal evaluation of services performed under the contractual agreement. City staff responded with a resounding vote of universal approval for all services provided under the contractual relationship.

Wildan Management Staff has requested that the City of Willows consider a moderate billing rate increase for services in conjunction with customary compensation reviews being finalized by Wildan Planning Services Division. The first compensation consideration for City Planner, Karen Mantele in over five years. City staff is supportive of this request and seeking Council approval for an adjustment in Billable Rates for Planning Services under the contract approved this past July.

The proposal is to provide the same scope of Planning Services at the requested increase of $87.50 as opposed to the previously approved $85/hourly rate. This increase is equivalent to a 2.9% increase. (e.g., in comparison the California CPI for All Urban Wage Earners during this same period has increased by 10.4%). Locally, the City of Orland currently has established a billable rate of $105.00/hourly for the same contractual Planning Services; under a contract with PMC (i.e., PMC Planning Services).

Staff is recommending the City Council approve the requested increase effective January 1, 2015. This rate would be more consistent with regional billing rates for similar level of planning services.

FINANCIAL CONSIDERATIONS -
Staff will evaluate the total financial impacts of this rate increase and make any necessary adjustments to the approved 2014/15 budget during mid-year review; anticipated to commence in February 2015.

NOTIFICATION
Dean Sherer, Wildan Planning Services Group

RECOMMENDATION
Staff recommends that the City Council approve by resolution an increase in the Billing Rate under the Professional Services Agreement with Wildan Engineering to provide General Planning & Environmental Services to the City of Willows.

Respectfully submitted,

Steve Holsinger
City Manager

Attachments: Letter from Wildan, dated October 15, 2014 & CPI data sheet

Resolution authorizing increases in billable rates under the existing Professional Services agreement with Wildan Planning Services

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING AN INCREASE IN BILLING RATE OF THE PUBLIC AGENCY AGREEMENT WITH WILDAN ENGINEERING CONSULTANTS FOR GENERAL PLANNING AND ENVIRONMENTAL SERVICES THROUGHOUT THE FISCAL PERIOD ENDING JUNE 30, 2015

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Willows does hereby approve the requested billing rate adjustment increase to $87.50 per hour, effective January 1, 2015.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on this 12th day of November, 2014, by the following vote:

AYES in favor of:
NOES:
ABSENT:
ABSTAIN:
APPROVED: ATTESTED:

Mayor Jeffrey T. Cobb

Natalie Butler, City Clerk

WILLDAN
Celebrating 50 years of service

October 15, 2014

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

Subject: Contract Planning Services – Proposed Billing Rate Increase for Karen Mantele

Dear Mr. Holsinger:

It has been our privilege to serve as the City of Willows' contract planning staff during the current fiscal year (2014-15). We also appreciate the high praise you have given Karen Mantele for her many years of services to Willows where she continues to serve as the City's contract Planning Director, with additional technical support staff from Willdan available for her to call upon on an as-needed basis. We are always happy to hear that our staff members are not only meeting but exceeding the expectations of our clients.

We believe that Ms. Mantele is deserving of a raise given her on-going commitment and exceptional services provided to the City of Willows. As such, we are proposing to increase her current billing rate of $85.00/hour to $87.50/hour. As with her current rate, this proposed new rate is fully burdened and includes overhead and other incidental costs. We know that the City of Willows had previously budgeted $30,000 from its General Fund for planning administration services for the 2014-15 fiscal year, which allows Ms. Mantele to work at City Hall for approximately sixteen (16) hours per week. These hours are sometimes exceeded, especially considering her additional responsibilities in administering the City's HOME program. We will leave it up to you to determine if an additional General Fund allocation will be needed to cover her hours at the higher hourly rate.

All work associated with the processing of development applications would continue to be tracked separately and the City would be fully reimbursed for these costs from developer deposits. In this manner, the City will continue to realize full cost recovery for these planning services.

We appreciate the high value you place on Karen's work. This proposed increase in her hourly rate will allow us, in turn, to compensate her at a higher level, commensurate with the quality of services she is providing Willows and her on-going commitment to the City. If you have any questions, please contact me or Mr. Dean Sherer, Director of Planning at (562) 908-6259 or e-mail Mr. Sherer at dsherer@willdan.com.

Respectfully submitted,
WILLDAN ENGINEERING

Daniel Chow
President/CEO

cc: Dean Sherer, Willdan
Karen Mantele, Willdan

STATE OF CALIFORNIA
OFFICE OF THE DIRECTOR - RESEARCH UNIT
CONSUMER PRICE INDEX CALCULATOR

1 Select an Index	California CPI	
2 Select index type	Urban Wage Earners and Clerical Workers	
3 Select beginning month	August	Beginning Index value
4 Select beginning year	2009	217.743
5 Select ending month	August	Ending Index Value
6 Select ending year	2014	240.289

Based upon the Index, index type, and the time period you have specifed, the percent change in the Consumer Price Index is equal to:

10.4%

November 12, 2014

AGENDA ITEM

TO: Honorable Mayor Jeff Cobb and Members of the City Council

FROM: Natalie Butler, City Clerk

SUBJECT: Appointment of Interim Mayor and Vice Mayor for remainder of 2014 term

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RECOMMENDATION
Receive nominations and by motion, appoint an Interim Mayor and Vice Mayor for remainder of 2014 term

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SITUATION

Administrative Procedure and **Policy** Number 1-7 of the City of Willows provides for an election of a Mayor and a Vice Mayor in December of each year. The terms of office for the newly selected Mayor and Vice Mayor typically run from January through December immediately following re-organization of the Council each December. However, infrequently during biennial Election cycles; the conventional council member terms may be modified as a result of the election process. This is the current circumstance for the Willows City Council. Upon certification of the most recent general election cycle, the council will not retain their Mayor or Vice-Mayor throughout the remainder of the 2014 Term. Therefore, the Council would be left without a presiding officer at any subsequent mtg of the city council. Staff recommends the Council pro-actively appoint an interim Mayor & Vice-Mayor to become effective immediately following the swearing-in ceremony for newly elected Council Members later in November 2014.

FINANCIAL CONSIDERATIONS
None
NOTIFICATION
None
ALTERNATE ACTIONS
No alternatives are recommended

RECOMMENDATION
Receive nominations and by motion, appoint an Interim Mayor and Vice Mayor for remainder of 2014 term.

Respectfully submitted,

Natalie Butler

Natalie Butler, City Clerk

Approved By:

Steve Holsinger, City Manager