CITY COUNCIL

Larry Domenighini, Mayor
Gary L. Hansen, Vice Mayor
Lawrence Mello, Council Member
Jeff Williams, Council Member
Jim Yoder, Council Member

CITY MANAGER(s)
Steve Holsinger
Scott Taylor

CITY CLERK
Natalie Butler

201 North Lassen Street
Willows, CA 95988
(530) 934-7041
www.cityofwillows.org

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, October 13, 2015
7:00 p.m.

1. Call to Order Willows City Council Regular Meeting - 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call
4. Agenda Review: (Requested Changes by Council or Staff).
   a) Consider acceptance, by motion, of the City Council's October 13, 2015 Agenda.
5. Presentations & Proclamations:
   a) None Scheduled
6. Public Comment / Written Communications: Members of the public wishing to address the Council on any item(s) ***not on the agenda*** may do so at this time when recognized by the Mayor/Vice Mayor; however, no formal action will be taken unless a majority consensus of the Council directs staff to place the item a future agenda. ***(Public Comment is generally restricted to three minutes).***
7. Consent Agenda: Consent items are considered to be routine by the City Council and will be enacted in one motion. There will be no separate discussion on these items unless a Councilperson or citizen requests, in which event the item will be removed from the consent agenda.
   a) Consider approval of General Checking, Payroll Checks & Payroll Direct Deposit.
8. Public Hearings: None Scheduled.
   (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:
    a) Fire Dept Training Exercise

11. New Business:

a) Consider approval of a Resolution authorizing adoption and implementation of the Glenn County Emergency Operational Plan

b) Consider approval of Police Chief Dahl's request to decommission the K-9 Program and dispose of Rocko the K-9, as is customary practice in Law Enforcement agencies.

c) Discussion and direction to staff concerning council preference on City Attorney attendance during council meetings and preference on City Attorney review of agenda materials prior to publication & distribution.

12. Council Member Reports:

13. Public Comment on Closed Session item listed below: ***Pursuant to Government Code Section 54954.3 the public has an opportunity to directly address the legislative body on the item(s) below prior to the Council convening into Closed Session. Public Comments are generally restricted to three minutes.***

14. Council will convene into 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:

PERFORMQNCE EVALUATION – Pursuant to Government Code section 54957 (b) (1) stating: "subject to paragraph (2), nothing contained in this chapter shall be construed to prevent the legislative body of a local agency from holding closed sessions during a regular or special meeting to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee unless the employee requests a public session"

Title: City Manager

15. Reconvene to Open Session & Report out on Closed Session:

16. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before October 8, 2015.

A complete agenda packet, including staff reports and back-up information, is available for public inspection during normal work hours at City Hall or the Willows Public Library at 201 North Lassen Street in Willows or on the City's website at www.cityofwillows.org.

In compliance with the Americans with Disabilities Act, the City of Willows will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office at 934-7041 to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City of Willows is an Equal Opportunity Provider

Period

9/17/2015 TO 10/7/2015

General Checking	**30063**	**TO**	**30169**
Payroll Direct Deposit	**Z06699**	**TO**	**Z06734**
Payroll Checks	**34362**	**TO**	**34383**

APPROVAL DATE 9/13/2015

Approved _____

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
029981	09/15/15	ATT01	A.T.& T.	-56.34	.00	-56.34	910198u	Ck# 029981 Reversed
				-85.16	.00	-85.16	915618u	Ck# 029981 Reversed
			Check Total.....:	-141.50	.00	-141.50		
030063	09/17/15	APP05	THE APPEAL-DEMOCRAT	54.82	.00	54.82	B50914	SUBSCRIPTION RENEWAL 52 W
030064	09/17/15	ARR02	ARROWHEAD EMBLEMS	185.69	.00	185.69	10303	STRIPES/HASHMARKS
030065	09/17/15	ATT01	A.T.& T.	36.19	.00	36.19	B50915	TELEPHONE EXP. EC LIBRARY
				85.16	.00	85.16	AB50915	TELEPHONE EXP. JAIL 7/12-
			Check Total.....:	121.35	.00	121.35		
030066	09/17/15	BUR02	BURROWS OIL COMPANY	138.81	.00	138.81	B50914	CARDLOCK PD AUG 2015
030067	09/17/15	CAN01	REGEN CANDELARIO	502.13	.00	502.13	B50916	CM RECRUITMENT
030068	09/17/15	COA00	COASTLAND CIVIL ENGINEERI	240.00	.00	240.00	27948	WORTHINGTON LL ADJUSTMENT
				3690.00	.00	3690.00	37947	UPDATE CONSTRUCTION STAND
				1431.25	.00	1431.25	37949	PG&E SERVICE CENTER THROU
				120.00	.00	120.00	37967	WILLOWS-LLAD THROUGH 8/31
				1555.41	.00	1555.41	37993	DRINKING WATER TREATMENT
				6918.27	.00	6918.27	37998	SACRAMENTO-BUTTE RECONSTR
				1056.37	.00	1056.37	38006	TEHAMA MAIN REPLACEMENTTH
				2295.00	.00	2295.00	38055	TEHAMA ST RECONSTRUCTION
				5330.00	.00	5330.00	38058	WILLOWS SR APTS CERT PR R
			Check Total.....:	22636.30	.00	22636.30		
030069	09/17/15	COM16	COMCAST CABLE	48.79	.00	48.79	B50914	INTERNET PD 9/7-10/6/15
				55.15	.00	55.15	AB50914	INTERNET LIBRARY 9/3-10/2
			Check Total.....:	103.94	.00	103.94		
030070	09/17/15	CUR01	D.N. CURTIS & SONS	2365.80	.00	2365.80	172194	FLOW TESTING
030071	09/17/15	EDS00	MANDY EDSON	30.00	.00	30.00	B50914	REFUND PARK PERMIT
030072	09/17/15	GAN01	GANDY-STALEY OIL CO.	445.57	.00	445.57	B50914	CARDLOCK PD AUG 2015
030073	09/17/15	KIN02	CORREN KING	20.00	.00	20.00	B50916	LIVE SCAN REIMBURSEMENT
030074	09/17/15	MAT01	MATSON & ISOM TECHNOLOGY	2965.00	.00	2965.00	51667	MANAGED PARTNER AGREEMENT
030075	09/17/15	PGE01	PG & E	24.88	.00	24.88	B50914	P.G. & E. SEWER 0/06-099/
030076	09/17/15	PRO00	PRO FORCE LAW ENFORCEMENT	1587.92	.00	1587.92	247813	WEAPON ACCESSORIES
030077	09/17/15	SEV00	SEVERN TRENT ENVIRONMENTA	49116.10	.00	49116.10	2080656	WILLOWS OPERATION SEPT 20
				203.00	.00	203.00	2080692	WILLOWS WASTEWATER TREATM
			Check Total.....:	49319.10	.00	49319.10		
030078	09/17/15	SHE01	SHELBY'S PEST CONTROL	33.00	.00	33.00	E1933-7	BUILDING MAINT FIRE DEPAR
030079	09/17/15	VAL14	VALLEY TRUCK & TRACTOR CO	8.36	.00	8.36	549334	REPAIR #14 BACKHOE
				27.19	.00	27.19	553405	RESERVOIR
				-27.19	.00	-27.19	554809C	RESERVOIR CREDIT
				14.49	.00	14.49	555516	AIR FILTE #14 BACKHOE
				33.56	.00	33.56	B50914	REPAIR #14A LEAF BOX
			Check Total.....:	56.41	.00	56.41		
030080	09/17/15	VER02	VERIZON WIRELESS	571.33	.00	571.33	B50914	TELEPHONE EXP. 7/25-8/26/
			Cash Account Total.....:	81020.55	.00	81020.55		
			Total Disbursements.....:	81020.55	.00	81020.55		
			Cash Account Total.....:	.00	.00	.00		

CITY OF WILLOWS
Cash Disbursement Detail Report
Check Listing for 09-15 Bank Account.: 1050

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
030081	09/22/15	ABF01	CERTIFIED/FORTRESS SECURI	72.00	.00	72.00	2053386	ALARM MONITORING 10/1-12/
030082	09/22/15	ATT01	A.T.& T.	170.08	.00	170.08	B50921	TELEPHONE EXP. JAIL 8/12-
030083	09/22/15	AVE00	AVENET, LLC	750.00	.00	750.00	37387	ANNUAL WEB SERVICE THROUG
030084	09/22/15	BUR03	BURNHAM VETERINARY CLINIC	105.50	.00	105.50	108297	VETERINARY SERVICES
030085	09/22/15	CAL01	CALIFORNIA WATER COMPANY	2093.39	.00	2093.39	B50921	WATER EXPENSE 8/14-9/14/1
030086	09/22/15	CAL51	DIVISION OF THE STATE ARC	147.30	.00	147.30	B50917	DISABILITY ACCESS FEE 4/1
030087	09/22/15	COR02	CORBIN WILLITS SYSTEMS	407.87	.00	407.87	B509151	CONT.SERV. FINANCE OCT 20
030088	09/22/15	FED00	FEDEX	71.28	.00	71.28	516404277	PLAN SPECS N BUTTE-SACTO
030089	09/22/15	FGL00	FGL ENVIRONMENTAL	21.00	.00	21.00	57210A	BACTI ANALYSIS
030090	09/22/15	GLE05	GLENN CO. FLEET SERVICES	2640.99	.00	2640.99	FL1581	VEHICLE RENTAL/MAINTENANC
030091	09/22/15	IWO00	iWorQ SYSTEMS	1200.00	.00	1200.00	7209	WORK MGMT AND SEWER MGMT
030092	09/22/15	MAX01	MAXIMUM SECURITY SYSTEMS	60.00	.00	60.00	25884	QUARTERLY MONITORING OCT-
030093	09/22/15	MOR00	MOOREMEDICAL	230.27	.00	230.27	98795642	GLOVES
030094	09/22/15	NOR43	ACCESS	20.00	.00	20.00	1125331	SHREDDING SERVICES AUG 20
030095	09/22/15	OFF05	OFFICE DEPOT, INC.	49.44	.00	49.44	069001	DESK SIGN
				5.36	.00	5.36	176001	OFFICE SUPPLIES ADMIN
				214.95	.00	214.95	419001	FILE STORAGE
				160.75	.00	160.75	627001	OFFICE SUPPLIES PD
			Check Total.....:	430.50	.00	430.50		
030096	09/22/15	SPP00	SPP FUND MASTER TENANT, L	8867.55	.00	8867.55	484456	SOLAR ENERGY 8/1-8/31/15
030097	09/22/15	TRA01	TRANSUNION RISK AND ALTER	5.50	.00	5.50	B50921	INVESTIGATIVE SOFTWARE
030098	09/22/15	TUR01	TURF STAR, INC.	84.12	.00	84.12	691210200	REPAIR #32 MOWER
030099	09/22/15	VER02	VERIZON WIRELESS	70.08	.00	70.08	B50922	TELEPHONE EXP. EC 8/10-9/
030100	09/22/15	VIE00	VIEVU	1654.55	.00	1654.55	14943	BODY WORN VIDEO CAMERAS
030101	09/22/15	WAL07	WAL-MART COMMUNITY	664.72	.00	664.72	B50922	AUGUST STMT PER ATTACHED
			Cash Account Total.....:	19766.70	.00	19766.70		
			Total Disbursements.....:	19766.70	.00	19766.70		

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
030102	09/30/15	ABO00	STEVE ABOLD	200.00	.00	200.00	B50930	PUB. WKS. TOOL PARKS/PUB.
030103	09/30/15	ABS02	ABSOLUTE SAFETY	360.00	.00	360.00	2015-55	FIRE TRAINING CERTIFICATI
030104	09/30/15	ALV04	TRICIA ALVES	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE DEPT
030105	09/30/15	AME02	AMERIPRIDE UNIFORM SVCS.	-55.00	.00	-55.00	0058399C	UNIFORM SERVICE
				66.07	.00	66.07	1477678	UNIFORM SERVICE
				66.07	.00	66.07	1479691	UNIFORM SERVICE
				143.07	.00	143.07	1483935	UNIFORM SERVICE
				66.07	.00	66.07	1488148	UNIFORM SERVICE
			Check Total.....:	286.28	.00	286.28		
030106	09/30/15	ATT01	A.T.& T.	1014.13	.00	1014.13	B50929	TELEPHONE EXP. 8/16-9/18/
030107	09/30/15	BAK06	BAKER & TAYLOR BOOKS	597.01	.00	597.01	1352750	NEW PRINT MAT. LIBRARY
				570.62	.00	570.62	11326147	NEW PRINT MAT. LIBRARY
			Check Total.....:	1167.63	.00	1167.63		
030108	09/30/15	BAT00	BATTERIES + BULBS	347.98	.00	347.98	10623101	BATTERY
030109	09/30/15	CAL12	CALIF. PARK & RECREATION	170.00	.00	170.00	B50929	MEMBER DUES THROUGH 10/31
030110	09/30/15	CHA00	LANCE CHAPMAN	215.00	.00	215.00	B50930	CLOTHING EXP. FIRE DEPART
030111	09/30/15	COM14	COMPLETE ASPHALT SERVICE	183.83	.00	183.83	518097	STREET REPAIR
030112	09/30/15	COM16	COMCAST CABLE	148.82	.00	148.82	B50929	INTERNET FD 09/19-10/18/1
030113	09/30/15	COR12	SANDRA CORBIN	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE DEPT
030114	09/30/15	DAH00	JASON DAHL	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE DEPT
030115	09/30/15	DAW00	CLAY DAWLEY	107.50	.00	107.50	B50930	CLOTHING EXP. BUILDING JU
030116	09/30/15	DEP21	DEPT. OF PESTICIDE REGULA	60.00	.00	60.00	B50929	LICENSE/CERTIFICATE RENEW
030117	09/30/15	DMV05	DEPT. OF MOTOR VEHICLES	42.00	.00	42.00	B50929	REGISTRATION RENEWAL
030118	09/30/15	EDG00	ADAM EDGINGTON	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE JULY
030119	09/30/15	HAN00	JOE HANNAN	850.46	.00	850.46	B50929	CM RECRUITMENT
030120	09/30/15	HOL05	STEVE HOLSINGER	300.00	.00	300.00	B50930	VEHICLE ALLOW. CITY MANAG
030121	09/30/15	INT01	INTERSTATE SALES	1293.01	.00	1293.01	11453	WOOD POSTS AND BLOCKS
030122	09/30/15	JOH07	LUCAS JOHNSON	215.00	.00	215.00	B50930	CLOTHING EXP. FIRE DEPART
030123	09/30/15	KUW00	KELLY KUWATA	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE JULY
030124	09/30/15	LEM01	CAROL LEMENAGER	200.00	.00	200.00	B50930	VEHICLE ALLOW. RECREATION
030125	09/30/15	LIB01	THE LIBRARY CORPORATION	3127.00	.00	3127.00	15100121	LIBRARY SOLUTION SOFTWARE
030126	09/30/15	LOM00	TYLER LOMBARD	215.00	.00	215.00	B50930	CLOTHING EXP. FIRE DEPART
030127	09/30/15	MAT01	MATSON & ISOM TECHNOLOGY	1461.42	.00	1461.42	18888	REC DEPT WORKSTATION
				2393.21	.00	2393.21	18894	PD SERVER STORAGE EXPANSI
				882.27	.00	882.27	22116IN	WIRELESS NETWORK EXPANSIO
			Check Total.....:	4736.90	.00	4736.90		
030128	09/30/15	MCI01	TROY MCINTYRE	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE DEPT
030129	09/30/15	PFY00	NATISA PFYL	96.74	.00	96.74	B50929	REIMBURSE SAFETY BOOTS
030130	09/30/15	PGE01	PG & E	12622.66	.00	12622.66	B50929	P.G. & E. 8/14-9/14/15
030131	09/30/15	SAF03	SAFETY TIRE SERVICE	35.54	.00	35.54	26555	REPAIR #32 MOWER
				49.53	.00	49.53	26582	FLAT REPAIR-GRADER
			Check Total.....:	85.07	.00	85.07		
030132	09/30/15	SAI02	TIMOTHY L. SAILSBERY	200.00	.00	200.00	B50930	VEHICLE ALLOW. FINANCE OC
030133	09/30/15	STO00	MICHAEL STOVER	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE JULY

CITY OF WILLOWS
Cash Disbursement Detail Report
Check Listing for 09-15 Bank Account.: 1050

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
030134	09/30/15	STO01	STONY CREEK UNIFIED SCHOO	100.00	.00	100.00	B50930	ELK CREEK LIBRARY RENT OC
030135	09/30/15	TUR01	TURF STAR, INC.	84.16	.00	84.16	6913755	BELT/KNOB
030136	09/30/15	USB04	U.S. BANK CORPORATE PAYME	2981.97	.00	2981.97	B50929	SEPTEMBER STMT PER ATTACH
030137	09/30/15	VES01	RAY VESSELS JR.	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE DEPT
030138	09/30/15	WAL08	CARL WALTER	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE DEPT
030139	09/30/15	WES00	WEST COAST FRAME & COLLIS	421.90	.00	421.90	43881	REPAIR KIT
030140	09/30/15	WIL17	WILLDAN	1662.14	.00	1662.14	00215962	PLAN REVIEW THROUGH 8/20/
030141	09/30/15	WILHG	WILLOWS GLASS	40.00	.00	40.00	I011004	WINDSHIELD REPAIR
030142	09/30/15	WILHN	SHAWN WILLIAMS	215.00	.00	215.00	B50930	CLOTHING EXP. POLICE JULY
			Cash Account Total.....:	35685.18	.00	35685.18		
			Total Disbursements.....:	35685.18	.00	35685.18		
			Cash Account Total.....:	.00	.00	.00		

CITY OF WILLOWS
Cash Disbursement Detail Report
Check Listing for 10-15 Bank Account.: 1050

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Payment Information Invoice #	Payment Information Description
030143	10/01/15	SYK01	GENE SYKES	215.00	.00	215.00	B50930P	CLOTHING EXP. FIRE DEPART
030144	10/05/15	GLE13	GLENN CO. CLERK-RECORDER	52.00	.00	52.00	B51005P	RECORD PG&E LOT MERGER
030145	10/06/15	ACC01	ACCO BRANDS DIRECT	74.48	.00	74.48	B51006	DAILY APPOINMENT BOOK
030146	10/06/15	ACM00	ACME RIGGING & SUPPLY COM	381.31	.00	381.31	273454	PW VEHICLES/#16 SWEEPER R
030147	10/06/15	ANG00	ANGELO, KILDAY & KILDUFF	201.17	.00	201.17	B51006	MEEK VS CITY OF WILLOWS
030148	10/06/15	BAR01	BARCELOUX BROTHERS AUTO	871.40	.00	871.40	B51006	SEPTEMBER STMT PER ATTACH
030149	10/06/15	BUR02	BURROWS OIL COMPANY	3435.46	.00	3435.46	B51005	SEPTEMBER STMT PER ATTACH
030150	10/06/15	COL05	COLUSA MOTOR SALES, INC.	141.66	.00	141.66	B51006	SEPTEMBER STMT PER ATTCHE
030151	10/06/15	COM16	COMCAST CABLE	143.82	.00	143.82	B51006	INTERNET ADMIN 9/29-10/28
030152	10/06/15	COR10	CORNING LUMBER CO., INC.	52.45	.00	52.45	203531	FURRING STRIP
030153	10/06/15	CRO02	CROWNE PLAZA	383.88	.00	383.88	B51006	HOTEL-FTO UPDATE
030154	10/06/15	DEP21	DEPT. OF PESTICIDE REGULA	60.00	.00	60.00	B51006	LICENSE/CERTIFICATE RENEW
030155	10/06/15	EVE00	EVERGREEN NOTE SERVICING	45.00	.00	45.00	B51006	NOTE SERVICING SEPT 2015
030156	10/06/15	INT16	INTERSTATE BATTERY SYSTEM	301.92	.00	301.92	B51005	SEPTEMBER STMT PER ATTACH
030157	10/06/15	ITF01	INDUSTRIAL TRUCK & FARM	301.84	.00	301.84	B51006	SEPTEMBER STMT PER ATTACH
030158	10/06/15	KNI03	KNIFE RIVER CONSTRUCTION	2293.98	.00	2293.98	163361	ROAD REPAIR
030159	10/06/15	MEN02	MENDES SUPPLY COMPANY	42.36	.00	42.36	R00503901	CAN LINERS
030160	10/06/15	MJB01	MJB WELDING SUPPLY, INC.	36.00	.00	36.00	1096880	CYLINDER RENTAL
030161	10/06/15	NOC00	NO. CA. REGIONAL PUBLIC S	86.00	.00	86.00	B51006	CLASS-FTO UPDATE
030162	10/06/15	O'R01	O'REILLY AUTO PARTS	145.93	.00	145.93	B51006	SEPTEMBER STMT PER ATTACH
030163	10/06/15	PAP01	PAPA	45.00	.00	45.00	B51006	2016 PAPA MEMBERSHIP-PFYL
030164	10/06/15	STO00	MICHAEL STOVER	90.00	.00	90.00	B51006	PER DIEM-FTO UPDATE
030165	10/06/15	TRA01	TRANSUNION RISK AND ALTER	4.50	.00	4.50	B51006	INVESTIGATIVE SOFTWARE
030166	10/06/15	TUR01	TURF STAR, INC.	39.58	.00	39.58	69137551	KNOB-SEAT
030167	10/06/15	USB02	US BANK	853.83	.00	853.83	8400732	EQUIP. MAINT. 9/20-10/20/
030168	10/06/15	WILHD	WILLOWS HARDWARE, INC.	907.21	.00	907.21	B51006	SEPTEMBER STMT PER ATTACH
030169	10/06/15	WILHI	WILLOWS ACE HARDWARE	189.09	.00	189.09	B51006	SEPTEMBER STMT PER ATTACH
			Cash Account Total.....:	11394.87	.00	11394.87		
			Total Disbursements.....:	11394.87	.00	11394.87		

October 13, 2015

AGENDA ITEM

TO: Scott Taylor, City Manager

FROM: Wayne Peabody, Fire Chief

Subject: Emergency Operations Plan

RECOMMENDATION

Adopt a resolution for the approval and Implementation of the 2015 Emergency Operations Plan.

SITUATION (or BACKGROUND):

This plan was prepared for the Operational Area of Glenn County, California; including the county and the cities of Orland and Willows. This plan was developed as a joint project by the Glenn County Sheriff's Office – Office of Emergency Services (OES) and Glenn County Public Health's Emergency Preparedness Program. The plan development was funded by a grant from the Department of Homeland Security. This plan was developed utilizing the "best practices" from numerous Emergency Operations Plans from counties across California including Trinity, Sutter, and Siskiyou. This plan follows the guidelines and practices of the National Incident Management System (NIMS) and California's Standardized Emergency Management System (SEMS).

This plan is based on the authority of the local government(s) for emergency response and contains specific emergency support functions to be provided during an emergency, disaster. This plan applies to all jurisdictions and agencies that operate within Glenn County. This plan delegates Glenn County Sheriff's Office – Office of Emergency Services the authority and responsibility for the coordination and administration of emergency operations for the Operational Area of Glenn County. Any agency and jurisdiction within the Operational Area have the responsibility to develop and maintain plans, policies, and procedures pertaining to emergency and disaster response operations of their agencies and/or jurisdiction.

Much of the information gathered in this plan is classified as For Official Use Only (FOUO) and should be handled as sensitive information <u>not</u> to be disclosed. No reproduction or distribution of this document, in whole or in part, is permitted without prior approval from the Glenn County Sheriff's Office – Office of Emergency Services.

The Operational Area Operations Plan (EOP) has been revised and updated to address changes in State and Federal requirements. The revised EOP integrates with existing

response Plans including the Hazardous Materials Emergency Response Plan and all Public Health and Medical Response Plans.

This plan provides the basis for an integrated response and recovery to all hazards that threaten our City and County. The revision encompasses lessons learned and improvements documented from exercises and response to real incidents. The plan is organized to be user friendly using bullet pointed checklist, pre-written initial Action Plans specific to a hazard. New material have been added to support more-informed decision making process: River flood stage levels, flood zone maps, utilities disruption information including access to PG & E First Responder Portal for maps of critical infrastructure.

The plan is organized into 5 Sections:
#1 Basic Plan: Provides an overview of Emergency Organization, preparedness phase activities as well as State and National required Data element.
#2 Response Plan: Covers response and recovery phase procedures such as activation and operations of the Emergency Operations Center, Public Information and Warning, Evacuation and Emergency Declarations
#3 Annexes: Function Specific annexes- provides procedures related ti specific hazards such as flood, multi-casualty incidents, pandemics and other hazards.
#4 Appendices: Provides supportive documents for the response such as, Contact directories, reports and forms.
#5 EOC Guidebook: Provides operational procedures for the EOC and specific forms and job action sheets for the positions in the EOC.

This plan is currently adopted by the Glenn County Board of Supervisors and is scheduled to be adopted by the City of Orland.

FINANCIAL CONSIDERATIONS:

None

Notification:

Willows PSA
Willows Public Works

ALTERNATE ACTIONS:

1. Request additional information from staff

2. Reject staff recommendation and/or direct item to be returned.

RECOMMENDATION:

Adopt a resolution for the approval and Implementation of the 2015 Emergency Operations Plan.

Respectfully Submitted

Wayne Peabody
Fire Chief

Approved By:

Scott Taylor,
City Manager

Attachments:

Exhibit A: Resolution

Exhibit A

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS Approval AND IMPLEMENTATION OF THE GLENN COUNTY EMERGENCY OPERATIONS PLAN

WHEREAS, disasters strike individuals, neighborhoods, communities, states, and nations from a variety of sources, disrupting the normal activities of life; and

WHEREAS, disasters may come from natural events, failure of (man-made) technology, or from acts of war, including terrorism; and

WHEREAS, the Glenn County Sheriff's Office- Office of Emergency Services, in conjunctions with other emergency planning agencies, developed and Emergency Operations Plan (EOP), which address disaster preparation, response, and recovery for Glenn County; and

WHEREAS, this plan conforms to and incorporates the principles of the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS); and

WHEREAS, this plan reflects the State of California Emergency Plan, and is an extension of that plan; and

WHEREAS, the local Offices of Emergency Services has submitted the aforementioned plan for review, approval and implementation by this Board;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willows approves this plan and its implementation and authorizes the City Manager to sign the Approval and Implementation page of the plan; and

BE IT FURTHER RESOLVED that all previous editions, versions and revisions of the City of Willows Emergency Operations Plan are superseded by this plan and no longer to be used.

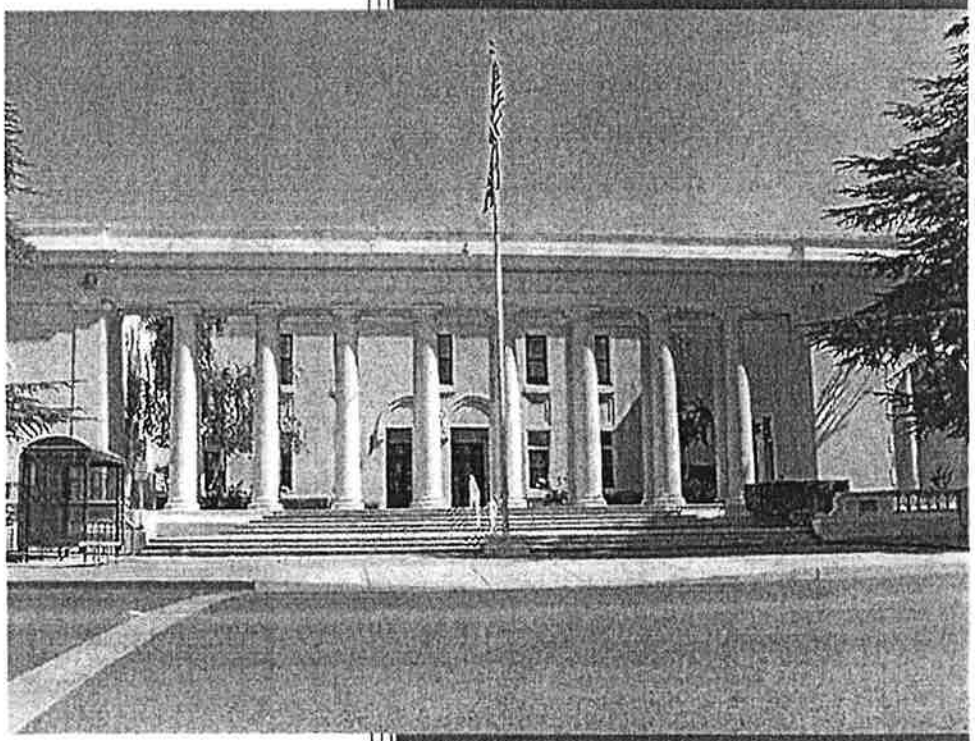
PASSED AND ADOPTED by the City Council of the City of Willows this 13th day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Glenn County

2015

Operational Area Emergency Operations Plan



Prepared by:
Glenn County Sheriff's Office -
Office of Emergency Services
543 W. Oak St.
Willows, CA 95988

March 18, 2015

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Approval and Implementation

Transmitted herewith is the updated integrated Emergency Operations Plan for the Operational Area of the County of Glenn, California. This plan supersedes all other plans promulgated by Glenn County for this purpose. It provides a framework in which the departments of the county can plan and perform their respective emergency functions during a disaster or national emergency. This plan recognizes the need for ongoing emergency management planning by all agencies within the Glenn County Operational Area.

This plan attempts to be all-inclusive in combining the four phases of emergency management: mitigation, preparedness, response, and recovery. This plan integrates the emergency operations plans of the Operational Area sub-jurisdictions of City of Willows and City of Orland as well as departmental plans including Health and Human Services, Air Pollution Control (CUPA), Planning and Public Works, and Sheriff's Office.

This plan is in accordance with existing federal, state and local statutes. It has been concurred by the Glenn County Board of Supervisors and the Glenn County Office of Emergency Services. It will be revised and updated as required. All recipients are requested to advise the Glenn County Office of Emergency Services of any changes which might result in improvement or increase its usefulness.

Approved by:

Chairman, Board of Supervisors Glenn County, California	Date
Rich Warren Sheriff Director Glenn County Office of Emergency Services	Date

Concurrence by:

Scott Taylor, Manager, City of Willows	Date
Pete Carr, Manager, City of Orland	Date

AGENDA ITEM October 7, 2015

TO: Steve Holsinger, City Manager / Scott Taylor, City Manager
FROM: Jason Dahl, Chief of Police
SUBJECT: Decommission of Willows PD K-9

RECOMMENDATION

The Chief of Police seeks Council to allow the Willows Police Department to decommission its K-9 Rocko, a black Dutch Shepherd that is approximately 6 years old. Glenn County Dog License #51808

SUMMARY

WPD K-9 Officer Rocko has been in service with the Willows Police Department since October of 2011. It is no longer cost effective to continue his service with the Willows Police Department.

The Willows Police Department would like to formally request that Rocko be decommissioned as a K-9 Officer so that we can allow him to be taken possession of as a family pet. A Bill of Sale, Waiver of Liability, and Hold Harmless agreement will be signed by the person who is taking possession of Rocko as a family pet.

ALTERNATE ACTIONS

Reject recommendation

RECOMMENDATION

Approve decommission and retirement of Rocko to allow him to be sold as a family pet with a waiver of liability and hold harmless agreement.

Respectfully submitted,

Jason Dahl
Chief of Police

Approved by,

Steve Holsinger / Scott Taylor
City Manager

Attachments:
Exhibit A – Bill of Sale, Waiver of Liability and Hold Harmless Agreement

EXHIBIT A

BILL OF SALE, WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT FOR RETIRED POLICE SERVICES CANINE

The City of Willows ("City), in consideration of one dollar ($1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, bargain, sell, and assign to Transferee, his/her successors and assigns, the following retired City police service canine known as "Rocko", a black Dutch Shepherd (German Shepherd), with Glenn County dog license number 51808, together with the leash, collar, and shelter used by the canine.

The canine and any associated equipment are transferred in "as is" condition for Transferee's personal use.

It is understood that this canine was removed from police service and is no longer qualified for further police services.

City, its City Council, board, commissions, officers, agents and employees (hereinafter collectively referred to as "Releasees") shall have no liability for further care of said canine or for claims or suits, including claims for death or injury to persons, or loss, or damage to, property, arising out of activities of or related to said canine occurring after transfer of said canine to Transferee by City.

Transferee expressly agrees to defend, indemnify and hold harmless Releasees from and against any and all liability, claims, demands, damages, losses, causes of action, suits or judgments of any kind whatsoever (including attorney's fees and all costs and expenses incurred in connection therewith) by reason of injury to, or death of, any person or person, or property damage, including loss of use thereof resulting from any act or omission to act by release associated with said canine, effective upon transfer of ownership to said canine to Transferee.

The duty of Transferee to indemnify and hold harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require the Transferee to indemnify Releasees against any responsibility or liability in contravention of Section 2782 of the California Civil Code.

This release, waiver and hold harmless agreement is binding upon Transferee, his/her heirs, executors, administrators and assigns.

City of Willows	**Transferee**
_____	_____
Steve Holsinger / Scott Taylor City Manager	
_____	_____
Date	**Date**

AGENDA ITEM October 13, 2015

TO: Honorable Mayor Domenighini and Members of City Council

FROM: Scott Taylor, City Manager

SUBJECT: Discussion and Direction to Staff re: City Attorney Attendance at Council Meetings and Review of Agenda Prior to Publication

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RECOMMENDATION

Staff is seeking direction from the City Council on procedural preference for City Attorney attendance at each of council meeting and review of the agenda prior to publication.

SUMMARY

Council recently appointed Robert Hunt as the new City Attorney following the announcement of the retirement of Gary Krupp. Mr. Hunt inquired as to the preference of Council regarding his attendance at council meetings and his review of the agenda prior to publication.

Historically, Council has not required nor indicated an interest in having the City Attorney attend each council meeting. Further, there has been no indication as to the desire of Council to have the agenda reviewed by the City Attorney's office prior to publication.

Staff offers the following considerations:

City Attorney Attendance at Council Meetings

Council may choose to have the City Attorney attend each council meeting. This choice will provide immediate legal advice should it be necessary during any given meeting. Further, this choice will have significant financial impacts associated with additional City Attorney costs not currently within the budget. Council may choose to continue its' current practice of not having the City Attorney attend each council meeting. In the event formal legal advice is necessary, Council has options available to them to address the timing of such need including carrying over the item to future council meetings to allow for legal review and advice. This approach may be more cost effective in that additional financial impacts would be incurred on an as-needed basis.

The latter option has been the current practice of Council.

City Attorney Reviewing Agenda Prior to Publication

Currently, Council has requested to have the agenda provided to them on the Thursday prior to the upcoming council meeting. This process has worked well for the City. It allows appropriate time for staff to consider items to be placed on the agenda, and research and prepare the requisite staff reports.

Council may choose to have the agenda reviewed by the City Attorney prior to publication. This choice will require significant changes to the timeline for preparation of the agenda packet and subsequent staff reports. In all actuality, the agenda and staff reports would, ostensibly, need to be completed by the Tuesday before the scheduled council meeting, for review by the City Attorney, to meet the Thursday

delivery of the agenda packet to Council. This choice could potentially create delays in delivery of the packet to Council should the City Attorney not have the time for review as a result of other matters within his firm. Further, if such delays did occur, it would create conflicts with meeting publication timeframes required by the Brown Act. Moreover, this choice will have added financial impacts associated with supplementary attorney costs that accompany the review.

Alternatively, Council may choose to continue with its' current practice of not having the City Attorney review the agenda prior to publication. This process has worked well for the City to date, including meeting agenda packet delivery deadlines, with no issues, conflicts or problems as a result thereof.

Council may choose to consider a third option of providing staff with direction and authority to exercise discretion on having the City Attorney review the agenda on an as-needed basis. In essence, this choice would allow staff to consider the items on the agenda and make an informed decision on whether it needs the review of legal counsel.

FINANCIAL CONSIDERATIONS

None at this time.

RECOMMENDATION

Staff is seeking direction from the City Council on procedural preference related to the City Attorney attending each council meeting and review of the agenda prior to publication.

Respectfully submitted,

Scott Taylor, Esq.
City Manager