CITY COUNCIL
Vince Holvik, Mayor
Jeff Cobb, Vice Mayor
Gary Hansen, Council Member
Terry Taylor-Vodden, Council Member
Jim Yoder, Council Member

CITY MANAGER
Steve Holsinger

CITY CLERK
Natalie Butler

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

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, October 23, 2012
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 October 23, 2012, 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 Check Register.
   b) Consider approval of Payroll & Direct Deposit Check Registers.
   c) Consider approval of City of Willows Statement of Investment Policy as submitted.
   d) Consider adoption of a Resolution authorizing the City Manager to sign a Notice of Completion for the Gateway Monument Sign Phase II Project.
   e) Consider authorizing adjustment of Holiday Schedule and closure of City Hall for the week between Christmas and New Year's Day.
   f) Consider cancellation of the December 24, 2012, Regular City Council Meeting.
   g) Consider approving a proposed amendment and ratification to the Joint Powers Agreement between the County of Glenn and the Cities of Willows and Orland to provide Transportation Services and authorize the Mayor to sign the amendment.

8. Public Hearings: *(Persons wishing to speak on a Public Hearing item 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 adoption of a Resolution approving rate increase for solid waste collection services to be effective December 1, 2012.

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 acknowledging the dissolution of the Willows Community Redevelopment Agency and Authorizing the Finance Director to perform the final steps to dissolve the Redevelopment Agency.

12. Unfinished/Continued Business:

a) Performance Evaluation – City Manager: Council will be selecting, by random drawing, community participants to be interviewed as part of this year's performance review process. Additionally, the Mayor will clarify and describe next steps in the process to include employees, business associates and others.

13. Council Member Reports:

14. Adjournment:

CERTIFICATION: Pursuant to Government Code §54954.2 (a), the agenda for this meeting was properly posted on or before October 18, 2012.

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

October 23, 2012

AGENDA ITEM

TO: Steve Holsinger, City Manager

FROM: Tim Sailsbery, Finance Director

SUBJECT: Investment Policy- Annual Renewal

RECOMMENDATION

Approve, by motion, the City of Willows Statement of Investment Policy as submitted.

SITUATION (or BACKGROUND):

Per Government Code Section 53646 the Statement of Investment Policy is to be reviewed and submitted annually to the City Council for approval. The Investment Policy serves as the guidance mechanism for investment of City funds.

The Statement of Investment Policy, as submitted, remains the same as the Statement approved by Council in October, 2011. Safety and liquidity remain the primary focus points of investment activities. While corporate notes remain on the list of investment options, the City currently does not hold any such notes and the Finance Director, acting as the City Treasurer, will consult with the Council Finance Committee before considering such investments in the future.

FINANCIAL CONSIDERATIONS:

No direct expenditure impact. However, the policy provides the guidelines for investment that ultimately affect safety, liquidity, and rate of return.

NOTIFICATION

City Auditor (After Approval)

ALTERNATE ACTIONS

1. Approve by motion
2. Request additional information from staff
3. Reject staff recommendation and/or direct item to be returned at later date.

RECOMMENDATION

Approve, by motion, the City of Willows Statement of Investment Policy as submitted.

Respectfully submitted,

Tim Sailsbery
Finance Director

Attachment:

EXHIBIT A: City of Willows Statement of Investment Policy

EXHIBIT A

CITY OF WILLOWS
STATEMENT OF INVESTMENT POLICY

1. Introduction

The purpose of this document is to identify various policies that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related activities. Related activities that compose good cash management include accurate cash projections, expeditious collection of revenue, control of disbursements, and cost effective banking relations.

2. Scope

The investment policy covers all funds and investment activities under the direct authority of the City of Willows.

3. Objective

A. Safety: Safety of principal is the foremost objective of the investment program. Investments of the City of Willows shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

B. Liquidity: An adequate percentage of the portfolio will be maintained in the liquid, short-term securities which can be converted to cash if necessary to meet disbursement requirements. Since all cash requirements cannot be anticipated, investments in securities with active secondary or resale markets is highly recommended. Emphasis will be on low sensitivity to market risk.

C. Yield: Yield becomes a consideration only after the basic requirements of safety and liquidity have been met.

D. Market-Average Rate of Return: The investment portfolio shall be designed to attain a market average rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints, the cash flow characteristics of the portfolio, and State and local laws, ordinances.

E. Diversification: The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding either specific security types or individual financial instruments.

F. Prudence: The City of Willows adheres to the guidance provided by the "Prudent Man Rule" (Civil Code Section No. 2261), which obligates a fiduciary to ensure that:

"...investment shall be made with the exercise of that degree of judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation but for investment considering the probable safety of their capital as well as the probable income to be derived."

G. Public Trust: All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

4. Declaration of Authority

The City Treasurer has the authority to invest funds in certain eligible securities (Government Code Section 53635).

5. Reporting

The City Treasurer shall submit a quarterly investment report to the City Council, which shall include all the elements of the report as prescribed by Government Code Section 53646.

6. Investment Instruments

Investments for the City of Willows are to be made in one or more of the following:

Investment Instrument	Maximum Percentage or Amount	Maximum Maturity
A. Certificates of Deposit	Unlimited	5 years
B. Negotiable Certificates of Deposit	30%	5 years
C. Local Agency Investment Fund	$40MM	n/a
D. Passbook Savings Account	Unlimited	n/a
E. Securities of the U.S. Government Or Agencies Thereof	Unlimited	5 years
F. Bankers Acceptances	40%	270 days
G. Commercial Paper	30%	180 days
H. Medium Term Corporate Notes	30%	5 years

7. Internal Controls

A system of internal controls shall be established to prevent losses of public funds arising from fraud, employee error, misrepresentation of their parties, unanticipated changes in financial markets, and imprudent actions by employees and officers of the City.

8. Maturities

Security purchases and holdings shall be maintained within statutory limits imposed by Government Code.

9. Banks and Securities Dealers

The City Treasurer, in selecting financial institutions for deposits and investments of the City funds, shall consider the creditworthiness of such institutions. The Treasurer shall continue to monitor financial institutions' credit characteristics and financial history throughout the period in which City funds are either deposited or invested.

10. Risk Tolerance

The City of Willows recognizes that investment risk can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to control risk. No individual investment transaction shall be undertaken which jeopardizes the total capital position of the overall portfolio. The Treasurer shall periodically establish guidelines and strategies to control risk of default, market price changes, and illiquidity. A competitive bid process, when practical, will be used to place all investments.

11. Statement of Investment Policy

This statement of Investment Policy shall be reviewed and submitted annually to the City Council.

10/23/2011
Date

/S/ Tim Sailsbery
Tim Sailsbery
Finance Director/ City Treasurer

October 23, 2012

AGENDA ITEM

TO: Willows City Council

FROM: Deputy Public Works Director

SUBJECT: Acceptance of Completion: Gateway Monument Signs Phase II Project

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RECOMMENDATION
Adopt by motion to allow City Manager to sign and execute all documents related to project completion of the Gateway Monument Signs Phase II Project.

SITUATION (or BACKGROUND)
The two Gateway Monument Signs at the East and West entrances into Willows have been completed as per the plans and specifications.

RECOMMENDATION
Adopt by motion to allow City Manager to sign and execute all documents related to project completion of the Gateway Monument Signs Phase II Project.

Respectfully submitted,

Skyler Lipski
Deputy Public Works Director

Approved by,

Steve Holsinger
City Manager

Attachment(s): Resolution Accepting Project
Notice of Completion

RESOLUTION NO

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING THE CITY MANAGER TO SIGN A NOTICE OF COMPLETION FOR WORK PERFORMED UNDER AGREEMENT DATED MARCH 20, 2012
(State of California Project # RPSTPLE-5062 (17))

RESOLVED by the City Council of the City of Willows, State of California that it Finds, Determines, Orders and hereby declares THAT:

1. The City Manager is hereby authorized to sign the Notice of Completion for work performed under the Agreement, dated March 20, 2012, for Gateway Monument Sign Phase II Project.
2. The work described in this Agreement was satisfactorily completed on April 20, 2012.

NOW, THEREFORE, BE IT RESOLVED that the City accepts the work performed under the Agreement, dated March 20, 2012, Gateway Monument Sign Project, State of California Project # RPSTPLE-5062 (17), Willows, CA and the City Manager for the City of Willows is hereby directed to sign and record the Notice of Completion.

PASSED AND ADOPTED by the City Council of the City of Willows at their regular meeting thereof held on October 23, 2012, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

By: _____
Natalie Butler, City Clerk

APPROVED:

_____
Vince Holvik, Mayor

RECORDING REQUESTED BY:
City of Willows
WHEN RECORDED MAIL TO:
City of Willows, Public Works Director
201 N. Lassen Street
Willows, California 95988

No Recording Fees Payable Pursuant to Government Code Section 27383

NOTICE OF COMPLETION

OWNER: City of Willows, 201 N. Lassen Street, Willows, CA 95988

PROJECT TITLE: City of Willows – Gateway Monument Signs Phase II Project

PROJECT LOCATION & DESCRIPTION:

The project locations are as follows; one sign at W. Wood Street west of North Villa Avenue and one sign on E. Wood Street at its intersection with N. Ventura Street.

Work for this project consisted of installation of two new signs which will be used to advertise service clubs or groups and their times and places of meetings for public information and participation.

CONTRACTOR: Robert Frank Construction Company 2806 Tarmac Road, Redding Ca. 96003

COMPLETION/ACCEPTANCE DATE: October 23, 2012

NATURE OF OWNER'S INTEREST IS: Owner of real property and improvements thereon at the time of commencement of work of improvement.

Authorized representatives of the City and the Contractor have inspected the work performed under this contract and the Project is hereby declared to be completed/accepted on the above date.

On the above date, construction of improvements on the project has been sufficiently completed, in accordance with the contract documents and change orders if any, so that the City can occupy or utilize the project for the use for which it was intended.

The Contractor's one year warranty period begins as of the above-referenced completion date.

The City accepts the project as complete.

I declare under penalty of perjury of laws of the State of California that the foregoing is true and correct.

_____ _____

Steve Holsinger
City Manager

Date

October 23, 2012

AGENDA ITEM

TO: Mayor Holvik and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: Authorize adjustment of Holiday Schedule and Closure of City Hall for the week between Christmas and New Year's Day (observed).

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution; authorizing a "specific" adjustment to the City Holiday Schedule (e.g. during Fiscal 2012/2013 only) and directing the closure of City Hall for one week between Christmas and New Years Day (observed).

SITUATION

As customary over the last four fiscal years, the Holiday Schedule for Administrative Staff at City Hall does require adjustment and this adjustment could be accommodated during the upcoming Christmas Holiday period.

Staff proposes an accommodation to the Holiday Schedule that preserves as much as possible the service commitment to the community. Proposed: move the Sunday, Nov 11th (Veterans Day) Holiday to Dec 26th. Additionally, move; Friday, November 23th alternatively to Dec 27th. The traditional Christmas Holidays (Dec 24th & 25th) fall on a Monday & Tuesday this year; whereby with the aforementioned adjustments, Christmas week is accommodated through these two adjustments. Monday, December 31st is the next traditional work week. However staff proposes utilizing available personal leave on this Monday, then observing New Year's Day on Tuesday and opening for the regular business schedule again on Wednesday, January 2nd. This is essentially the same schedule as the last four Christmas Seasons. (Note: this adjustment only impacts City Hall Admin Staff members that have voluntarily reduced wages and adjusted work schedules).

FINANCIAL CONSIDERATIONS:

None are anticipated because Holiday impacts were accommodated within the current budgeted funding levels available in the fiscal year work plan. However, some additional unanticipated savings may be realized during the week closure period.

NOTIFICATION:

Public Announcement(s) – Sacramento Valley Mirror (contingent upon council approval)

ALTERNATE ACTIONS:

1. Staff recommends that the City Council adopt a Resolution; authorizing a "specific" adjustment to the City Holiday Schedule (e.g. during Fiscal 2012/2013 only) and directing the closure of City Hall for one week between Christmas and New Years Day (observed).

2. The City Council may request additional information from staff.

RECOMMENDATION

Staff recommends that the City Council adopt a Resolution; authorizing a "specific" adjustment to the City Holiday Schedule (e.g. during Fiscal 2012/2013 only) and directing the closure of City Hall for one week between Christmas and New Years Day (observed).

Respectfully submitted,

Steve Holsinger, City Manager

Attachments: Resolution

RESOLUTION NO._____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AMENDING THE CITY HOLIDAY SCHEDULE AND AUTHORIZING CLOSURE OF CITY HALL FOR ONE BUSINESS WEEK BETWEEN CHRISTMAS AND NEW YEARS DAY

WHEREAS, the City of Willows Personnel Rules and Regulations; does identify specific City Holidays to be recognized by city employees; and

WHEREAS, due to continuing fiscal constraints during FY 2012/2013; there was a necessary reduction is staffing & expenditures; and

WHEREAS, as a result of reductions, an adjustment to a number of administrative employees' wages and work schedules has been implemented, and

WHEREAS, a corresponding adjustment to hours of operation for administrative services at Willows City Hall was authorized by City Council; and

WHEREAS, as a result of these aforementioned adjustments; it was proposed to adjust Holiday Schedules for City Hall Administrative Staff only; and

WHEREAS, the result of the proposed Holiday Schedule Adjustment will accommodate a one week closure of City Hall between Christmas and New Years Day (observed); thus providing opportunity for additional expenditure reductions during this Fiscal Period.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WILLOWS hereby authorizes an adjustment to City Holidays scheduled for City Hall Administrative staff only and directs the closure of City Hall for one business week between Christmas and New Years Day (observed).

It is hereby certified that the foregoing resolution - 2012 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 23rd day of October, 2012, by the following roll call vote: ( )

Ayes:
Noes:
Absent:
Abstain:

Approved: Attest:

_____ _____

Vince Holvik, Mayor Natalie Butler, City Clerk

October 23, 2012

CONSENT AGENDA ITEM

TO: Mayor Holvik and Members of City Council

FROM: Steve Holsinger, City Manager

SUBJECT: City Council Meeting of December 24, 2012

RECOMMENDATION

Approve cancellation of the December 24, 2012, City Council Meeting.

BACKGROUND

In previous years it has been Council's practice to cancel the second meeting in December. This year a Council meeting is scheduled to occur on December 24, 2012. Due to December 24 being a City recognized Holiday, it would be staff's recommendation that the meeting of December 24, 2012, be cancelled.

FINANCIAL CONSIDERATIONS

None.

NOTIFICATION

Post Notice of Cancellation and Notify Media if approved.

RECOMMENDATION

Approve cancellation of the December 24, 2012, City Council Meeting.

Respectfully submitted,

Stephen Holsinger,
City Manager

GLENN COUNTY REGIONAL TRANSIT COMMITTEE

Bruce Roundy, City of Orland, Chairman
James Yoder, City of Willows, Vice-Chair
John Viegas, County of Glenn,
Michael Murray, County of Glenn
Gary Hansen, City of Willows
Wade Elliott,, City of Orland

P.O. Box 1070
777 N. Colusa Street
Willows, California 95988

(530) 934-6540
FAX (530) 934-6533

John F. Linhart,
Executive Director

DATE: October 18, 2012

TO: Willows City Council

From: Glenn County Regional Transit Committee

RE: Amendment to Regional Transit Committee (Glenn Transit Service) Joint Powers Agreement

Attachments:

- Joint Powers Agreement adopted 10/20/1987
- Proposed amendment to Joint Powers Agreement

The Regional Transit Committee has often been unable to field a quorum over the past year on various occasions to conduct business. Under the Joint Powers Agreement (JPA) which formed it, the Committee has no way of allowing alternates from the respective jurisdictions of the City of Willows, City of Orland, and County of Glenn to take the place of appointed individuals when they are unable to attend.

After consulting with legal counsel and staff the Committee reviewed and approved an amendment which adds three words to Paragraph #2 of the JPA that would allow the appointment of alternates from each of the three participating jurisdictions. The approved amendment must be ratified by each jurisdiction according to Paragraph #11 of the JPA.

The Regional Transit Committee recommends approval of the amendment and asks that the Willows City Council authorize the Mayor to sign the amendment.

GLENN COUNTY REGIONAL TRANSIT COMMITTEE

JOHN F. LINHART, EXECUTIVE DIRECTOR
PHONE:(530)934-6540 FAX:(530)934-6533

AGENDA ITEM

MEETING OF OCTOBER 18, 2012

SUBJECT

Amendment to the Regional Transit Committee (Glenn Transit Service) Joint Powers Agreement

ATTACHMENTS

- Joint Powers Agreement adopted 10/20/1987
- Proposed amendment to Joint Powers Agreement

BACKGROUND & DISCUSSION

The Regional Transit Committee has often been unable to field a quorum over the past year on various occasions to conduct business. The Committee has no way of allowing alternates from the respective jurisdictions of the City of Willows, City of Orland, and County of Glenn under the Joint Powers Agreement (JPA) which formed it.

Staff has consulted with legal counsel and proposes to add three words to Paragraph #2 of the JPA that would allow the appointment of alternates from each of the three participating jurisdictions. The proposed amendment will need to be ratified by each jurisdiction according to Paragraph #11.

RECOMMENDATION

Staff recommends that the Regional Transit Committee approve the proposed amendment and authorize the Executive Director to complete the ratification of the proposed amendment (Amendment #1) to the Joint Powers Agreement To Provide Transportation Services.

Mardy Thomas, Senior Planner

RECEIVED
OCT 18 2012
City of Willows

6B
Agenda Item#

JOINT POWERS AGREEMENT TO PROVIDE TRANSPORTATION SERVICES

* * *

THIS AGREEMENT is made this 20th day of October, 1987, by and between the COUNTY OF GLENN, a political subdivision of the State of California, hereinafter referred to as "County", and the Cities of Willows and Orland, hereinafter referred to as "Cities."

WITNESSETH:

WHEREAS, the Transportation Development Act of 1971 (Government Code Section 29530 et seq.) provides for the transfer of transportation funds to local governmental entities; and

WHEREAS, both the County and the Cities are recipients of such funds; and

WHEREAS, the County and the Cities are desirous of developing a public transportation system that will serve the needs of the people within the region of Glenn County;

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. PURPOSE. The purpose of this agreement is to provide for a joint exercise of powers for the purpose of providing and maintaining a public transportation system within the County of Glenn, including the Cities.

2. GLENN TRANSIT SERVICE / REGIONAL TRANSIT COMMITTEE. There is hereby established, the Glenn Transit Service (GTS). The governing body of the GTS shall consist of a committee of six representatives, known as the Regional Transit Committee (RTC). Each party agrees to appoint two representatives to the RTC. The RTC shall have the following powers and duties:

a. Establish fares.

b. Approve level of Service.

c. Monitor public response.

d. Oversee and review the operation of the service.

e. Adopt annual budget.

f. Seek appropriate funding for the service.

g. Make and enter into contracts for transportation services.

h. Incur debts, liabilities, and obligations which shall be solely the debts, liabilities, and obligations of the Glenn Transit Service.

3. OPERATION. The operation of GTS may be provided by private parties under contract with GTS.

4. INSURANCE. Each contractor shall provide to GTS administrative staff, a certificate or certificates of insurance or other such form of documentation, evidencing coverage for comprehensive automobile liability insurance for all operations conducted under contract with GTS, in limits of not less than those provided in the contract. In addition each contractor shall provide similar evidence of coverage for worker's compensation insurance (pursuant to statutory limit requirements) and employers liability insurance (as required by contract) in connection with operations contracted.

5. ADMINISTRATION. The administration of the Glenn Transit Service may be provided by the Glenn County Department of Public Works. While engaged in such administration all personnel of the

Glenn County Department of Public Works shall be considered and remain County Employees. The powers and duties related to administration shall include, but not be limited to:

a. Maintenance of records and files.

b. Communication and coordination with contractors.

c. Advertising and coordination with the Public.

d. Preparation of proposed annual budget.

e. Negotiate contracts on behalf of the Glenn Transit Service for transportation services, all contracts shall be submitted to the board of the GTS for approval.

f. Serve as staff to the RTC.

g. Prepare quarterly fiscal reports showing receipts, disbursements, and fund balance.

6. BUDGET. Staff shall submit a proposed budget for the ensuing fiscal year by January 1 of each year. The RTC shall consider and act upon the proposed budget by March 1 of any year. The annual budget may be modified during the fiscal year by approval of a majority of the RTC.

7. FUNDING. Funding for the 1987-88 fiscal year shall be those funds currently held in the enterprise fund known as Glenn County Transit Service (Fund #428). Funding for subsequent years shall be contributed by the parties to this agreement, utilizing Transportation Development Act funds requested from the Glenn County Transportation Commission. Requests for funds shall be made on an annual basis and the parties shall request sufficient funds to maintain and operate the Glenn Transit Service within the

assigned areas.

8. FINANCE. The Treasurer of the County of Glenn shall act as Treasurer for the GTS and shall be the depository and have custody of all moneys of the GTS. The Auditor of the County of Glenn shall have authority to draw warrants to pay demands against GTS upon approval by the RTC. The Auditor shall provide for accountability of all funds.

9. EFFECTIVE DATE. After this agreement has been executed by all parties, GTS shall commence operation as an agency on October 10, 1987.

10. TERMINATION.

a. Any party hereto may terminate this agreement at the end of any fiscal year by giving 90 days written notice thereof to the other parties and to the Glenn County Transportation Commission.

b. In the event of termination, and after all monetary obligations have been met, any remaining funds shall be returned to the Glenn County Transportation Commission and credit shall be given to each party hereto in proportion to such party's contribution of allocated funds to the program during the current fiscal year.

11. AMENDMENT. This agreement may be amended only by a written amendment signed by an authorized representative of each of the parties to the agreement.

//

//

12. EXECUTION BY COUNTERPART. This agreement may be executed in any number of counterparts and when so executed, each such counterpart shall be deemed to be an original hereof.

IN WITNESS WHEREOF, the parties have executed this agreement on the date written above.

APPROVED AS TO FISCAL AND BUDGETARY CONTROL:

JOSEPH W. SITES
GLENN COUNTY AUDITOR-CONTROLLER

COUNTY OF GLENN

BY:
JAMES E. MANN,
CHAIRMAN, BOARD OF SUPERVISORS

October 20, 1987

ATTEST:

MILTON E. WALKER
COUNTY CLERK-RECORDER

APPROVED AS TO FORM:

DEVON L. WORKMAN
COUNTY COUNSEL, GLENN COUNTY

APPROVED AS TO FORM:

CITY ATTORNEY

CITY OF WILLOWS

BY:

APPROVED AS TO FORM:

CITY ATTORNEY

CITY OF ORLAND

BY:

12. EXECUTION BY COUNTERPART. This agreement may be executed in any number of counterparts and when so executed, each such counterpart shall be deemed to be an original hereof.

IN WITNESS WHEREOF, the parties have executed this agreement on the date written above.

APPROVED AS TO FISCAL
AND BUDGETARY CONTROL:

_____
JOSEPH W. SITES,
GLENN COUNTY AUDITOR-CONTROLLER

COUNTY OF GLENN

BY: _____
JAMES E. MANN,
CHAIRMAN, BOARD OF SUPERVISORS

ATTEST:

_____
MILTON E. WALKER
COUNTY CLERK-RECORDER

APPROVED AS TO FORM:

_____
DEVON L. WORKMAN
COUNTY COUNSEL, GLENN COUNTY

APPROVED AS TO FORM:

_____
CITY ATTORNEY

CITY OF WILLOWS

BY: _____

APPROVED AS TO FORM:

_____
CITY ATTORNEY

CITY OF ORLAND

BY: _____

JOINT POWERS AGREEMENT TO PROVIDE TRANSPORTATION SERVICES

Amendment #1

This AMENDMENT, authorized by the Regional Transit Committee, made the ____ day of _____, 20___, by and between the COUNTY OF GLENN, a political subdivision of the State of California, hereinafter referred to as "County", and the Cities of Willows and Orland, hereinafter referred to as "Cities" to the original agreement made October 20, 1987.

WITNESSETH:

WHEREAS, the Transportation Development Act of 1971 (Government Code Section 29530 et seq.) provides for the transfer of transportation funds to local governmental entities; and

WHEREAS, both the County and the Cities are recipients of such funds; and

WHEREAS, The County and the Cities are desirous to have more continuity in the representatives appointed to the Regional Transit Committee;

NOW, THEREFORE, the parties hereto mutually agree to amend Paragraph 2 as follows:

2. GLENN TRANSIT SERVICE/REGIONAL TRANSIT COMMITTEE. There is hereby established, the Glenn Transit Service (GTS). The governing body of the GTS shall consist of a committee of six representatives, known as the Regional Transit Committee (RTC). Each party agrees to appoint two representatives **and an alternate** to the RTC. The RTC shall have the following powers and duties:
    a. Establish fares.
    b. Approve level of ~~S~~service.
    c. Monitor public response.
    d. Oversee and review the operation of the service.
    e. Adopt annual budgets.
    f. Seek appropriate funding for the service.
    g. Make and enter into contract for transportation services.
    h. Incur debts, liabilities, and obligations which shall be solely the debts, liabilities, and obligations of the Glenn Transit Service.

In WITNESS WHEREOF, the parties have executed this agreement on the date written above.

COUNTY OF GLENN:

_____

Steve Soeth, Chairman of the Board of Supervisors
County of Glenn, State of California

APPROVED AS TO FORM:

_____

Huston T. Carlyle, Jr., County Counsel
County of Glenn, State of California

ATTEST:

_____

Cheryl Thur, County Clerk and ex officio
Clerk of the Board of Supervisors
County of Glenn, State of California

CITY OF ORLAND:

_____

Wade Elliott, Mayor, Orland City Council
City of Orland, State of California

APPROVED AS TO FORM:

_____

Greg Einhorn
City Attorney

CITY OF WILLOWS:

_____

Vince Holvik, Mayor, Willows City Council
City of Willows, State of California

APPROVED AS TO FORM:

_____

City Attorney

AGENDA ITEM October 23, 2012

TO: Honorable Mayor Holvik 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, 2012

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 2.09% for residential and commercial customers, to become effective December 1, 2012. 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 2011 thru August 2012 is equal to 4.779 index points or an equivalent 2.09% 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 2012 - 2013 year is 2.09% 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 increase in Fuel Expense Adjustments of 1.48%. Our current Agreement prohibits annual adjustment in excess of 2.00% in conjunction with

the Fuel Cost Adjustment. Therefore the overall 1.48% increase 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 3.54% for residential customers will result in a $0.54/per month increase on average. This results in an annual cost increase of approximately $6.45 per customer in Willows. A detailed analysis of the cost impacts are 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, 2012.

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, 2012

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, 2012

Respectfully submitted,

Stephen A Holsinger
City Manager

Attachments: Resolution adopting Solid Waste Rate Schedule
Exhibit "A" Willows Solid Waste Rate Schedule – December 1, 2012
Willows Rate Adjustment Analysis

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, increased expenses associated with Fuel Cost Adjustment will require adjustment to residential & commercial service rates, and;

WHEREAS, review has been completed and certain amendments 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, 2012, and current rates adopted by City Council Resolution, dated the 25th day of October, 2011; 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 23rd day of October, 2012, by the following roll call vote: ( )

Ayes in favor:
Noes:
Absent:
Abstain:

Approved:

_____
Vince Holvik, Mayor

Attest:

_____
Natalie J. Butler, City Clerk

WASTE MANAGEMENT
8592 Commercial Way
Redding, California 96002

September 28, 2012

Mr. Steve Holsinger
City Manager
City of Willows
201 N. Lassen
Willows, California 95988

Dear Steve,

Waste Management is requesting a rate increase as provided for in our waste and recycling agreement with the City. In accordance with Article I (1) and Article I (3) of our agreement with the City, rates are adjusted effective December 1st of each year. The rate calculation is based on the change in the August Western States Consumer Price Index (CPI) and also includes for an adjustment up or down based on the diesel fuel index with a maximum 2% increase or decrease.

The portion of the increase based on the annualized August Western States Consumer Price Index (CPI) is 2.09%. The portion related to the diesel fuel index increased by 1.48%. The 2.09% CPI change combined with the 1.48% diesel change comes to a total requested increase of 3.54%.

Waste Management provided a one-time exemption to the increase in the Senior rate in 2011, that is why it is now 69% lower than the regular 64 gallon rate vs. 72% lower as the agreement states.

Attached you will find support information for the calculation of our rate request as described above. After reviewing the calculations, please let me know if you need any additional information.

Thank you for considering this request.

Sincerely,

Matt Fryer
District Manager

Attachments

EXHIBIT A

CITY OF WILLOWS
ANNUAL RATE INCREASE
EFFECTIVE 12/1/2012

CPI % Increase: 2.09%
Fuel % Increase: 1.48%

RESIDENTIAL RATES	Current Rate	CPI	Fuel	New Rate	Monthly Rate Increase	Avg Annual Residential Increase
Carts (35 Gallon) - Senior	$ 12.21	$ 0.26	$ 0.18	$ 12.65	$ 0.44	
Carts (64 Gallon)	$ 17.81	$ 0.37	$ 0.26	$ 18.44	$ 0.63	
Carts (96 Gallon)	$ 25.40	$ 0.53	$ 0.38	$ 26.31	$ 0.91	
Carts (96 Gallon Yard Waste)	$ 4.59	$ 0.10	$ 0.07	$ 4.76	$ 0.17	
Extra Pickups:					$ 0.54	$ 6.45
- Per bag	$ 3.06	$ 0.06	$ 0.05	$ 3.17		
- 35 Gallon cart - service day	$ 4.10	$ 0.09	$ 0.06	$ 4.25		
- 64 Gallon cart - service day	$ 5.68	$ 0.12	$ 0.08	$ 5.88		
- 96 Gallon cart - service day	$ 7.18	$ 0.15	$ 0.11	$ 7.44		

Note: Each resident will receive 12 stickers for the bag and tag program which are provided at no additional charge for picking up the extra bags on their normal collection day.
*Senior rate will always be 72% of the 64 gallon rate.
*Green waste is a subscription service with an additional charge for each level of residential service.

COMMERCIAL RATES

Container Size	Frequency	Current Rate	CPI	Fuel	New Rate
2 yd	1X Week	$ 107.70	$ 2.26	$ 1.59	$ 111.55
2 yd	2X Week	$ 203.67	$ 4.26	$ 3.01	$ 210.94
2 yd	3X Week	$ 298.99	$ 6.26	$ 4.42	$ 309.67
2 yd	4X Week	$ 394.76	$ 8.27	$ 5.83	$ 408.86
2 yd	5X Week	$ 490.45	$ 10.27	$ 7.24	$ 507.96
4 yd	1X Week	$ 203.67	$ 4.26	$ 3.01	$ 210.94
4 yd	2X Week	$ 323.98	$ 6.78	$ 4.78	$ 335.54
4 yd	3X Week	$ 485.54	$ 10.17	$ 7.17	$ 502.88
4 yd	4X Week	$ 575.06	$ 12.04	$ 8.49	$ 595.59
4 yd	5X Week	$ 718.83	$ 15.05	$ 10.62	$ 744.50
6 yd	1X Week	$ 268.89	$ 5.63	$ 3.97	$ 278.49
6 yd	2X Week	$ 434.81	$ 9.10	$ 6.42	$ 450.33
6 yd	3X Week	$ 604.17	$ 12.65	$ 8.92	$ 625.74
6 yd	4X Week	$ 779.38	$ 16.32	$ 11.51	$ 807.21
6 yd	5X Week	$ 974.22	$ 20.40	$ 14.39	$ 1,009.01
8 yd	1X Week	$ 340.07	$ 7.12	$ 5.02	$ 352.21
8 yd	2X Week	$ 556.14	$ 11.65	$ 8.21	$ 576.00
8 yd	3X Week	$ 774.75	$ 16.22	$ 11.44	$ 802.41
8 yd	4X Week	$ 1,000.86	$ 20.96	$ 14.78	$ 1,036.60
8 yd	5X Week	$ 1,250.81	$ 26.19	$ 18.47	$ 1,295.47
64 Gal commercial rate - trash		$ 17.81	$ 0.37	$ 0.26	$ 18.44
96 Gal commercial rate - trash		$ 25.40	$ 0.53	$ 0.38	$ 26.31

COMMERCIAL RATES

Container Size	Frequency	Current Rate	CPI	Fuel	New Rate
COMMERCIAL RECYCLING					
64 or 96 Gallon - Mixed Recyclables		$ -	$ -	$ -	$ -
3 Yd - Cardboard only		$ 28.33	$ 0.59	$ 0.42	$ 29.34
OTHER					
Extra Pickups:					
2 yd		$ 14.99	$ 0.31	$ 0.22	$ 15.52
4 yd		$ 27.67	$ 0.58	$ 0.41	$ 28.66
6 yd		$ 34.19	$ 0.72	$ 0.50	$ 35.41
8 yd		$ 42.40	$ 0.89	$ 0.63	$ 43.92
Snapshot - Excess yards		$ 14.23	$ 0.30	$ 0.21	$ 14.74
ROLL OFF					
4 Cubic Yard		$ 90.35	$ 1.89	$ 1.33	$ 93.57
20 Cubic Yard		$ 400.93	$ 8.40	$ 5.92	$ 415.25
30 Cubic Yard		$ 457.45	$ 9.58	$ 6.76	$ 473.79
Disposal		$ 70.00	$ -	$ -	$ 70.00
Per Day rental charge after seven days		$ 10.98	$ 0.23	$ -	$ 11.21
Per hour relocation charge		$ 27.44	$ 0.57	$ -	$ 28.01

All bins/drop boxes are COD unless established customer
There will be an extra landfill charge for drop boxes over 3 tons, or for illegal material in the load.

CITY OF WILLOWS
FUEL CALCULATION

Fuel Expense - Sep 11 - Aug 12 for Entire BU	a	$	328,579
Total Operating Expenses - Sep 11 - Aug 12 for Entire BU	b	$	1,914,593
Fuel Expense as a % of Total Operating Expenses	c=a/b		17.16%
Avg fuel cost prior year Sep 10 - Aug 11 (cents)	d		3.81
Avg fuel cost current year Sep 11 - Aug 12 (cents)	e		4.22
Change (cents)	f=e-d		0.41
% Change	g=f/d		10.70%
Current year CPI index adjustment	h=z		2.09%
% Change applicable to fuel expenses	j=g-h		8.61%
Calculated Fuel Adj to base rate	k=g*c		1.48%
Fuel Adjustment, not to exceed + or - 2%			1.48%

CITY OF WILLOWS
DIESEL INDEX

Date	California No 2 Diesel Retail Sales by All Sellers (Cents per Gallon)		
Aug-2006	319.275	293.08	
Sep-2006	305.3		
Oct-2006	272.06		
Nov-2006	267.85		
Dec-2006	290.625		
Jan-2007	280.3		
Feb-2007	288.55		
Mar-2007	288.5		
Apr-2007	298.46		
May-2007	296.4		
Jun-2007	301.875		
Jul-2007	312.28		
Aug-2007	304.9	292.26	
Sep-2007	302.4		
Oct-2007	326.66		
Nov-2007	360.775		
Dec-2007	347.46		
Jan-2008	342.275		
Feb-2008	348.825		
Mar-2008	401.44		
Apr-2008	426.475		
May-2008	467.325		
Jun-2008	496.76		
Jul-2008	496.5		
Aug-2008	454.225	397.59	
Sep-2008	408.68		
Oct-2008	356.775		
Nov-2008	283.225		
Dec-2008	234.48		
Jan-2009	229.7		
Feb-2009	225.95		
Mar-2009	213.88		
Apr-2009	233.625		
May-2009	235.35		
Jun-2009	269.72		
Jul-2009	273.425	269.53	
Aug-2009	285		
Sep-2009	283.7		2.837
Oct-2009	285.6		2.856
Nov-2009	296.2		2.962
Dec-2009	291.3		2.913
Jan-2010	299.7		2.997
Feb-2010	293.8		2.938
Mar-2010	305.8		3.058
Apr-2010	320.6		3.206
May-2010	320.5		3.205
Jun-2010	310.2		3.102
Jul-2010	312.4		3.124
Aug-2010	316.4	303.02	3.164
Sep-2010	3.144		
Oct-2010	3.214		
Nov-2010	3.305		
Dec-2010	3.408		
Jan-2011	3.56		
Feb-2011	3.804		
Mar-2011	4.187		
Apr-2011	4.4		
May-2011	4.362		
Jun-2011	4.213		
Jul-2011	4.106		
Aug-2011	4.009	3.81	
Sep-2011	4.057		
Oct-2011	4.059		
Nov-2011	4.245		
Dec-2011	4.095		
Jan-2012	4.103		
Feb-2012	4.251		
Mar-2012	4.474		
Apr-2012	4.419		
May-2012	4.316		
Jun-2012	4.027		
Jul-2012	3.917		
Aug-2012	4.24		
Sep-2012	4.456	4.22	

CITY OF WILLOWS
ANNUAL RATE INCREASE
CPI CALCULATION

August 2012:	233.001
August 2011:	228.222
Point Change:	4.779
CPI Change:	2.09%

Series Id: CUUR0400SA0
Not Seasonally Adjusted
Area: West urban
Item: All items
Base Period: 1982-84=100
.xls

Download:

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
2008	215.739	216.339	218.533	219.437	221.009	223.04	223.867	222.823	222.132	221.034	217.113	214.685	219.646	219.016	220.276
2009	215.923	217.095	217.357	217.91	218.567	219.865	219.484	219.884	220.294	220.447	219.728	219.307	218.822	217.786	219.857
2010	219.989	220.179	220.809	221.202	221.417	221.147	221.331	221.523	221.384	221.708	221.671	222.081	221.203	220.79	221.616
2011	223.149	224.431	226.558	227.837	228.516	228.075	227.805	228.222	229.147	229.195	228.771	228.117	227.485	226.428	228.543
2012	228.98	229.995	232.039	232.561	233.053	232.701	231.893	233.001						231.555	

October 23, 2012

AGENDA ITEM

TO: Steve Holsinger, City Manager

FROM: Tim Sailsbery, Finance Director

SUBJECT: Redevelopment Agency Dissolution

RECOMMENDATION

Adopt the Resolution Acknowledging The Dissolution of the Willows Community Redevelopment Agency and Authorizing Finance Director to Perform Final Steps to Dissolve The Redevelopment Agency

SITUATION (or BACKGROUND):

As part of the 2011-12 State of California Budget, the State Legislature passed, and the Governor signed, AB 26. This bill called for the wind-down and dissolution of Redevelopment Agencies in California, with the return of funds not specifically earmarked for debt repayment or existing construction projects be returned to the RDA's respective County for redistribution of tax increment received. These funds were to be redistributed according to the tax rate split for the given area of the RDA. In addition, a number of bureaucratic steps were to be taken in the process of dealing with the RDA. These steps were designed to provide a "successor" agency to oversee the ongoing processes dealing with the wind down of an active RDA.

The Willows Community Redevelopment Agency has been on inactive status for a number of years. The RDA stopped receiving tax increment from property taxes sometime in the early 1990's, and indications are that all RDA bonds have been submitted for repayment, with the last bond payment made in 1994.

In addition to the inactive status of the RDA, the life span of the Redevelopment Project Area that Was Controlled by the RDA was for 40 years from the date of the adoption of the Redevelopment Plan. The Plan was adopted on June 24, 1969. As a result, the Plan expired in 2009, in advance of the passage of AB26. While this does not relieve the RDA of the requirement to return remaining funds to the County for redistribution, City Staff has taken the approach that the bureaucratic steps associated with AB 26 are for active Project Areas under the control of the RDA and that direct dissolution and return of funds is the most efficient and effective method of dissolving the entity and returning the maximum amount possible for redistribution, which is the intent of AB 26.

Staff has sent a letter to the California Department of Finance (see attached) outlining the steps that will be taken for dissolution. Upon adoption of the resolution by Council, it is the intent to commence with the final procedures to complete the dissolution process. As noted, $61,647 remained in the RDA as of June 30, 2012. A final audit will need to be completed, and staff sought the assistance of an RDA consultant to complete the dissolution processes, so those will be expensed through the RDA funds. The remaining funds will be distributed back to the County in accordance with the terms outlined in the letter.

Please note that funds pertaining to the RDA have not been held as General Fund activity. Rather, the RDA funds have been specifically identified and accounted for as such.

FINANCIAL CONSIDERATIONS:

Funds remaining in the Willows Community Redevelopment Agency ($61,647) will be utilized for costs associated with dissolution and for distribution to the County of Glenn.

NOTIFICATION

California Department of Finance
Edward Lamb, County of Glenn Finance Director

ALTERNATE ACTIONS

1. Approve by Resolution

2. Request additional information from staff

3. Reject staff recommendation and/or direct item to be returned at later date.

RECOMMENDATION

Adopt the Resolution Acknowledging the Dissolution of the Willows Community Redevelopment Agency and Authorizing Finance Director to Perform Final Steps to Dissolve The Redevelopment Agency

Respectfully submitted,

Tim Sailsbery
Finance Director

Attachment:
- Resolution
- Letter to California Department of Finance

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING THE DISSOLUTION OF THE WILLOWS COMMUNITY REDEVELOPMENT AGENCY AND AUTHORIZING THE FINANCE DIRECTOR TO PERFORM THE STEPS TO DISSOLVE THE REDEVELOMENT AGENCY

WHEREAS, AB 26, enacted into law in June, 2011, calls for the dissolution of Redevelopment Agencies in the State of California, and

WHEREAS, the City of Willows formed the Willows Community Redevelopment Agency on February 14, 1966, and the Redevelopment Plan for the Willows Community Project Area expired on June 24, 2009, and

WHEREAS, the Willows City Council, serving as the Governing Board of the Willows Community Redevelopment Agency, wishes to complete the dissolution of the Willows Community Redevelopment Agency,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willows hereby acknowledges that the Willows Community Redevelopment Agency is dissolved and that the final actions for dissolution should take place in the most direct, effective and efficient manner

BE IT FURTHER RESOLVED that the City Council authorizes the Finance Director to perform the appropriate steps to complete the final actions to dissolve said Redevelopment Agency and return remaining funds to the County of Glenn for redistribution in accordance with guidelines pertaining to redistribution as provided by the State of California and its associated Agencies.

PASSED AND ADOPTED by the City Council of the City of Willows this 23rd Day of October, 2012, by the following vote:

AYES:

NOES:

ABSENT:

_____

VINCENT HOLVIK, MAYOR

ATTEST:

_____

NATALIE BUTLER, CITY CLERK

City of Willows

201 North Lassen • Willows, California 95988 • (530) 934-7041 • FAX: (530) 934-7402

October 12, 2012

Mr. Steve Szalay
Local Government Consultant
Department of Finance
915 L Street
Sacramento, CA 95814

Re: Redevelopment dissolution

Dear Mr. Szalay:

In February of 1966, the City Council of the City of Willows activated the Willows Redevelopment Agency. In June of 1969, the City Council approved a Redevelopment Plan for the Mendocino Gateway Redevelopment Project Area. Pursuant to Section 33333.6 (a) of the Community Redevelopment Law (CRL), the effectiveness of the Redevelopment Plan for the Project Area expired 40 years after adoption, on June 24, 2009. As of that date, the Agency had no debt for the Project Area, and in fact had not filed a Statement of Indebtedness nor received tax increment for many years.

Since the Project Area expired prior to the signing of AB 26 in June 2011 (the redevelopment dissolution bill), the City does not believe that the bills provisions apply to it. The only asset the former Redevelopment Agency has was cash in the amount of $61,647, as of June 30, 2012. A final audit will need to be prepared for the agency, which we will provide to your office. It is our intent to send the remaining funds, net of the cost of the audit and other minor expenses we have, to the Glenn County Finance Director, who serves the functions of the auditor-controller. Since we do not know the exact cost of these expenses, we intend to send a check to the County in the amount of $57,000. These funds can then be distributed to the taxing entities, which is the intent of AB 26. If we determine there are any remaining monies after the audit, we will send those to the County as well.

We are providing this letter to you as courtesy so that you will know the final actions we plan to take to close out our Redevelopment Agency. Should you have any questions, you can contact me at (530) 934-7041. We plan to distribute the first check to the County by the end of October, so if we do not hear

from you prior to that date, we will assume that the Department has no objections to our approach.

Sincerely,

COPY

Timothy L. Sailsbery
Finance Director

Cc: Edward J. Lamb, Glenn County Finance Director