

MINUTES OF THE WILLOWS CITY COUNCIL
REGULAR MEETING HELD September 8, 2015

1. Mayor Domenighini called the meeting to order at 7:02 p.m.
2. **PLEDGE OF ALLEGIANCE:** Barbara LaDoucer, President of the American Legion Auxiliary, led the Pledge of Allegiance.

3. **ROLL CALL:**

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

Absent: None

4. **Agenda Review:** City Manager Steve Holsinger asked the Council to amend the agenda to add an item 5(b) which would be the presentation of a Proclamation recognizing September 18, 2015 as “National POW/MIA Recognition” day.
 - a) **M/S – Williams/Yoder** to accept the September 8, 2015 City Council agenda as amended to add item 5(b) as recommended. The motion unanimously passed.

5. **Presentations & Proclamations:**

- a) Mayor Domenighini read a Proclamation entitled “A DAY TO REMEMBER” in memory of those lost their lives during the attack on America on September 11, 2001. Mayor Domenighini presented the Proclamation to Barbara LaDoucer, President of the Jefferson L. Winn Unit 98 American Legion Auxiliary.
- b) Mayor Domenighini read and presented a Proclamation declaring September 18, 2015 as “National POW/MIA Recognition Day” to Barbara LaDoucer.

6. **Public Comment/Written Communications:** None

7. **Consent Agenda:**

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

- a) Approval of General Checking, Payroll Checks & Payroll Direct Deposit Registers (29979-30034; Z06583-Z06618; 34323-34344).
- b) Approval of the City Council Minutes of the July 28, 2015 Regular City Council Regular Meeting.
- c) Approval of the City Council Minutes of the August 19, 2015 Special Meeting.
- d) Approval of the City Council Minutes of the August 25, 2015 Regular Meeting.
- e) Approval of the City Council Minutes of the August 28-29, 2015 Special Meeting.

- f) Adoption of a Resolution affirming addendum to the compensation plan and wage schedule entered into with unrepresented employees originally entered into on July 14, 2015.
- g) Adoption of two Resolutions affirming and updating cafeteria plan terms with the City of Willows and the (1) Willows Employees Association, Willows Public Safety Association and with the (2) City Manager and eligible department heads and confidential employees.
- h) Approval of the City of Willows statement of investment policy as submitted.

8. **Public Hearings:** None

9. **Ordinances:** None.

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

11. **New Business:**

- a) Consider approval of a Resolution authorizing acceptance of the U.S. Economic Development Administration Assistance Program Grant; EDA Control Number 109314 and the execution of any standard agreement, any amendments thereto, and of any related documents necessary to participate in the EDA funding program opportunity.

This is essentially the third time that this item has been before the City Council and to give a little history on this item, on October 28, 2014 there was a joint meeting held between the City Council and the Planning Commission to look at the Economic Development Comprehensive Development Strategy that the City would want to promote going forward as far as pursuing funding sources for that type of Economic Development Strategy. One of the key elements from that discussion was that the Council had directed staff to prioritize looking for funding opportunities for the South Entryway into the City at Road 57 and Highway 99, and the development of any commercial properties there, more specifically the South Willows Business Park that has a Tentative Map approved but has yet to develop because funding wasn't available to get it off the ground. In December of 2014, staff met with 3CORE representatives to look at prioritizing what it is that needed to be done, and staff directed 3CORE to focus primarily on identifying a funding mechanism that could help the City get the initial funding necessary to launch the Business Park area on Basin Street's property at the South end of Highway 99, almost directly west of the City's Waste Water Treatment Plant. 3CORE accepted that challenge and they were successful in identifying a funding source that was a grant through the Federal Economic Development Authority. The City found out about the Notice to Apply in late January of 2015 and they had brought the item before the Council and asked them for the authority to submit an application, knowing

that if we were successful in submitting the application, some portion of the project budget would have to be a cash match component that would be the City's responsibility to fund. At that time staff was unaware of the grant or match amounts and they would have to wait and submit the application to see if the Economic Development Administration would fund any portion of the City's request. Staff submitted the application in March of 2015 and the application was under review and staff was very confident that this was an opportunity that was going to be granted to the City and unfortunately, the first application was dismissed without funding. Although the application was rejected, it was rejected without prejudice; meaning that the City received an invitation to resubmit because the EDA review committee felt that it was the type of project that they really wanted to get behind, but the City had failed in their initial application to identify some critical components that the EDA had some concerns over. The City resubmitted the application for the second cycle during mid-summer, per the EDA's invitation. Staff had cleaned up and supplied some additional clarifying information that the EDA had requested to see on-site and adjacent to the project site south of town. Just recently the City was notified by the EDA that the City was awarded the grant for the project, which is \$3.5+ million, and the City was funded at the maximum amount available through this particular funding program at 70%. So essentially, the City will need to put up \$1,071,000 as a cash match, identify the funding source, and commit to the EDA that the City has the money available to draw down in order to get the project started and in return for that, the EDA will grant the City \$2.5 million in free money to complete the project. The total of the project at \$3.5 million gets constructed with the entire infrastructure that is necessary to open the South Willows Business Park.

One of the key components is that there was a non-binding commitment letter from a local company that wanted to expand and wants to call Willows its home. This is a company that has established a long history in Glenn County, and in fact it is likely that a majority of the entire time that they have operated this business they have had a Willows address. So although they have been part of the Willows family all along, the business is actually located outside of the City Limits and in the County's jurisdiction. Now the business's need to expand has facilitated them expressing an interest in moving into the City Limits in Willows to be part of the new South Willows Business Park and developing a new manufacturing facility on-site. This interested company is Rumiano Cheese Company that has been in operation in Glenn County for 94 years and is currently the oldest family-owned cheese company in the State of California. The City Manager stated that he would be honored to welcome this business into the City of Willows and believes it would be a thrill to see them operating in the City. He also stated that for him, this is one of the most gratifying presentations that he has ever made to the Council during his tenure, yet, he wants to make sure that everybody is clear that it is the City's responsibility to identify that there is over \$1,000,000 in match funds that the City has to produce; although what the staff report states and what the Council is going to hear is that there is an opportunity to recoup all of

that money. There is also some risk that the City may not recoup all of the money, so essentially there is a moderate risk, but the City Manager believes that the City needs to accept a certain amount of risk in order to reap the rewards moving forward. The City Manager believes this is a tremendous opportunity for the City of Willows to make an investment in the economic development of this community. There has recently been some email rhetoric about the City not having a sustainable revenue source in and of itself, however the City Manager doesn't believe that is true. He believes the City of Willows is a well-managed municipal corporation with a very strong reserve balance of almost \$3 million in the two reserve accounts that are identified as part of this process. With a \$3.7 million budget and \$3 million in reserve, he believes that is financially healthy. This is an opportunity to help to ensure that Rumiano Cheese remains a member of the Willows family for many years into the future and also an opportunity for the City of Willows to make an investment towards its future. For the 94 years that Rumiano Cheese has been in business they have never asked the City for anything and they have provided the City with a lot of branding and name recognition and now they are here asking for an opportunity to become a member of the Willows community and he believes this is an opportunity that the City should grant them. The City Manager recommends that the City put up the \$1 million and finally get the South Willows project off the ground. He is very confident that development will take place in that business park and the City will recover the debt service on the property. With that, the City Manager concluded his remarks.

Bill White, President & Founder of Basin Street Properties, thanked the Council for entertaining this subject and stated he is very happy to be here. Basin Street has been working to develop this property for 8 or 9 years. They realized that the property was designated for development in the City's General Plan for over 30 years and what they have found over the last 8 years is that the off-site structural work and the infrastructure work is very expensive and difficult to be done in a private manner. Due to this, Basin Street started looking for funding mechanisms. This is the third grant application that they have applied for successfully and grants are few and far between and as most people know they are not easy to get. He stated that the Willows staff put a phenomenal grant application package together along with the help of 3CORE. Basin Street has expressed a willingness to come up with half of the grant match money that the City would have to commit to in order to be awarded the grant, which would be roughly just over a half a million dollars that Basin Street would commit to funding. If the Council accepts the grant tonight, Mr. White believes Basin Street can then move aggressively forward at the City's direction and will likely be able to bid the project by year's end and then begin construction on the project in spring of 2016. Mr. White said that he is thrilled at this opportunity. He stated that he has been working with John Rumiano and the Rumiano family for 5 years and it has been a great experience with Basin Street to work with them. Rumiano wants very much to stay in the City of Willows and they need room to upgrade and expand their business, so he

believes this is a great opportunity to keep Rumiano Cheese Company in the Willows Community.

Mark Nemanic, Executive Director of 3CORE, addressed the Council and stated that in the staff report for this item, 3CORE did make a financial proposal to the City as part of their effort to try to assist the City to make the cash match and he would be happy to answer any questions the City may have as far as their proposal.

Council discussion ensued and Vice Mayor Hansen thanked and congratulated the Staff and the City manager for keeping the Council informed of every step throughout this process, which is why he stated that he doesn't really have any questions because all of the information has been thoroughly vetted throughout the entire grant application process and any questions he may have had have already been addressed. Vice Mayor Hansen thanked 3CORE for their potential financing proposal that they are offering to the City to help the City with the cash match funds. Basically it would be a ten-year note at a fixed 5% interest which was laid out and presented very thoroughly in the proposal that was included in the staff report. This is a project that has been many years in the making as Basin Street has pointed out, and he believes this proposal is the catalyst that will turn this commercial center project into a reality and it is a distinct privilege to have a renowned company such as Rumiano Cheese actually move into the City of Willows and to construct a state-of-the-art facility within the incorporated City Limits. He believes that once the commercial development starts to get underway in the Business Park, the residential development will likely be soon to follow, so this is a win-win for the City, for the Community, for the County, for Rumiano Cheese, for Basin Street and for all other parties involved. He stated that he doesn't believe the Council should look a gift horse in the mouth and this \$2.5 million Economic Development Administration grant is something that the City must pursue. As the City Manager mentioned earlier, due to past years of severe fiscal restraint on behalf of the City Government here, the City now has healthy budget reserves and he feels confident that the City can move forward with this project by utilizing those reserves along with the funding mechanism that 3CORE has proposed and also with Basin Street offering to fund half of the million dollar match that is required. While Vice Mayor Hansen acknowledges that there is always a level of risk with any type of project of this magnitude, however the City of Willows has developed an outstanding working relationship with Basin Street Properties, and Basin Street is not new to these types of developments and they are knowledgeable and experienced with this type of project. All in all, Vice Mayor Hansen believes this is something that the Council needs to move forward with and approve tonight. It's a lot of money that the Council is considering putting up, but he believes it is money that is going to be well spent and he is confident that this will be the catalyst for other future development in that area once the infrastructure is in place and Rumiano Cheese is

constructed. He welcomes the project and he feels very confident that this is the right thing for the Council to do.

Council Member Mello stated that he kept in mind what Vice Mayor Hansen said which was by accepting this EDA grant along with the responsibility and risk that is associated with it, the Basin Street project will move forward, and with the City's long-term vision, planning and hard work on this Economic Development grant, the Basin Street project will move closer to becoming a reality.

Council Member Yoder stated that Vice Mayor Hansen pretty well summed up most of his same thoughts on the grant. Over the past years the City has struggled and with Council Member Yoder being the senior most tenured Council Member, the City has looked over the years on ways to possibly enhance the historic downtown corridor. There was always a struggle on how to connect County Road 57 with the downtown core of Willows and attract people to visit the downtown. He believes with the acceptance of this grant and the construction of Rumiano Cheese and other future commercial and residential developments in the Basin Street project area, the City will now have that opportunity to attract people off of the interstate at County Road 57 and travel into the historic downtown Willows core via traveling North down the Willows Highway 99 corridor. He realizes that this is a lot of money for the City to invest, but he believes the City has great partners in Basin Street and 3CORE that are going to help the City facilitate this. The Council has long hoped for a development like this to come into the City and he believes it will propel the City into the future and make the City sustainable and possibly make the historical downtown core what it was decades ago. He truly believes that this is the project that will move the City into the future.

Council Member Williams stated that he shares most of the same thoughts as what his fellow Council Members have already said. He agrees that this is a huge investment by the City, but he thinks it is a wise investment, as it could spur new growth and generate additional revenue to the City. He believes this is the direction that the City should go.

Mayor Domenighini had a few questions for staff and the Project proponents and he said that some of the questions he will be asking are for the benefit of the public. He stated that essentially the City of Willows is looking to possibly invest \$1 million in order to receive approximately 2.5 million dollars additional of Federal Grant money. One million dollars is a lot of money and the City is looking at taking the money out of the General & Sewer Funds if this item passes. Basin Street Properties has agreed to put up a \$530,000 investment and he asked if that money would be used to offset the overall cost to the City. The City Manager stated that the \$530,000 would be a recovery, and essentially the City wants to have the match covered by the development and the Developer. Typically in these

types of projects and funding mechanisms, Developer Agreements will generally meet the whole match. Unfortunately, given the same reasons the City had struggled financially over the last several years, so it goes for the Developer. The Developer has invested substantially in a number of grant applications and consulting work to get to the point where the City has had two previous failed attempts at grants for this project. On this third and hopefully final attempt at securing a grant for this project, the City was successful in being awarded the grant; however, due to the large dollar amount of the grant, the Developer is not financially able to cover the entire match funds of approximately \$1 million. Due to that fact, the City Manager believed it was incumbent on City Staff to look for an opportunity to close that additional half million dollar gap. During his conversations with 3CORE, 3CORE did some investigation with an investor who was essentially willing to put up the remaining half a million dollars on the terms that were described in the staff report. Both the agreement with Basin Street Properties and the agreement with 3CORE to each fund half of the required match funds would need to be formalized and come back before the Council for final approval. For purposes of tonight's discussion, conceptually, that is how the City will recover their \$1 million match commitment. That said, it is ultimately the City's responsibility to demonstrate to the EDA that they have available one million dollars in cash that can constitute the City's match requirement under the grant; however, he believes there is an opportunity for 100% recovery of the City's investment. Half of the one million dollar investment would come back from Basin Street and the other half would be generated through a loan which the City Manager is confident will be paid off by the tax increment on the real property improvements at the Basin Street location.

Mayor Domenighini stated that he has not seen any Developer's Agreement with Basin Street Properties so he is unsure how firm their half million dollar commitment is. The City Manager stated that the City has had a long-term business relationship with Basin Street and the City has, in the past, done a number of things from a "good-faith" standpoint; therefore, he has no good reason to believe that Basin Street would back out of their commitment and not agree the terms of a Developer's Agreement and not meet their match. Certainly there will be a formalized agreement and that would definitely be in place before construction would begin at the project site. The City Manager stated that he truly believes that Basin Street is making a commitment to meet half of the match, and from a "gentleman's agreement" standpoint, he is willing to accept that. He believes they will make good on their commitment to formalize an agreement to recover \$530,000 to the City of Willows.

Mayor Domenighini asked if the Council approves the City's one million dollar match and the City becomes eligible for the \$2.5 million dollar Federal grant, could the City still back out if Basin Street isn't able to come up with their share of the match?

The City Manager stated that he believes that once the City commits to the project, identifies the funding and moves forward with the acceptance of the grant funds, the City would not be able to withdraw. He doesn't believe the City would want to withdraw because they would want the project to move forward whether or not Basin Street is the developer. The City would want somebody to continue with a project at this site; even if it were another developer. What we are talking about tonight is funding the public infrastructure which becomes an asset for the entire City at some point in the future when the improvements are dedicated back to the City of Willows.

Mark Nemanic, Executive Director of 3CORE Inc., addressed the Council and stated that once the City adopts the Resolution committing the money, the City becomes committed. Mr. Nemanic stated that in his experience, though, he has seen situations with large projects where something beyond the control of the applicant created financial duress, and in that case, the City could ask to be relieved of the obligation based on external factors that are beyond the City's control. Mr. Nemanic stated that he has been doing this type of work with grants for over 25 years and this is only the third application in his district that has been awarded a multi-million dollar grant and they don't come by very often. He stated that the City has a really good staff that did a lot of hard work on this application. He stated that he would encourage the City Council to look at this grant opportunity favorably.

Mayor Domenighini stated that he is very hesitant to commit one million dollars of public funds for this project. He asked how much of the project is buildable. Bill White, Chairman and Founder of Basin Street Properties, stated that 40 acres of the project is buildable. Mayor Domenighini inquired how much of the square footage of the entire property is taxable for the generation of property taxes that will go back to the City. Mr. White stated that they could build roughly 600,000 square feet of buildings on the site which is roughly 35 percent coverage. He continued, stating that Basin Street Properties is absolutely committed to putting in \$530,000 toward the grant match. He stated that what is really important is what impact the Rumiano Cheese Company moving to this project site will have on the remaining 39 acres of buildable property. Basin Street Properties has built four or five Industrial Business Parks over the last 25 years and they have a lot of experience in this area. However, until the infrastructure is put in it is difficult to get any interest, but Basin Street is very confident that once the infrastructure is in place it will generate an interest by more businesses wanting to build in the City. Mr. White stated that he is very confident that Basin Street will be able to build out this project in roughly ten years which will likely generate a significant number of new jobs for the City of Willows.

Mayor Domenighini asked Mr. White if he has any ideas about the tax revenue that would come back into the City from the Rumiano development. Finance Director Tim Sailsbery stated that there is no specific valuation at this time as it pertains to the development, as the

build-out of Basin Street is unknown. Mr. Sailsbery had put together as part of the staff report a document that provided the Council with an idea of what it would take to generate the revenue stream to cover the loan payments. Mr. White then stated that he believes \$100 per square foot of a building is a reasonably comfortable number to use. For Rumiano Cheese, this doesn't include the additional valuation of the equipment inside of the building. Mr. White then stated that at a 35% coverage build-out of 39 acres, the valuation would be equal to roughly \$60 million. Mayor Domenighini asked Finance Director Sailsbery what would be the City's share of revenue received on a \$60 million valuation. Mr. Sailsbery stated in very rough terms it would be approximately \$100,000 to \$125,000 annually in property tax revenue to the City. Mayor Domenighini then asked 3CORE about the amount of \$20,000 for Loan Loss Reserve and he asked if that was a fee or if that is an item that is refundable to the City once the debt is fully paid. Marc Nemanic stated that the fee is not refundable. Mayor Domenighini then invited any members of the public to comment at this time.

Robert Griffith, Planning Commissioner and citizen of Willows, stated that the City currently has a golden opportunity in front of them and he believes the Council would be very foolish to turn it down and he urged the Council to adopt the resolution before them. No other members of the public spoke and the public comment period was closed.

Mayor Domenighini then stated that he has concerns about this. He understands the opportunity that the City has and the time constraints, but it is one million dollars of the public's money and he is hesitant to borrow from the sewer reserves because that money is set aside for sewer construction. He is concerned that there is no Developer's Agreement in place with Basin Street. Additionally, in their letter to the City, Rumiano Cheese mentioned that they also have a possibility for building a new facility in Orland, Colusa & Nevada and he sees their commitment to build a facility at the Basin Street as only a possibility and not a definite. He also noted that there is excess available commercial space currently in the City that could be built-out.

Vice Mayor Hansen stated that while he appreciates the Mayor's concerns, he believes this is a great opportunity for the City to grow. The City currently has a healthy general fund and sewer enterprise fund and now is the time to move forward with this project. For the past eight or nine years the Council has talked about bringing development into the City and now the opportunity is here. This is a one-time opportunity; it is a lot of money and there is a moderate level of risk associated with it, but he believes the Council would be foolish to turn this opportunity down. The City has an excellent relationship with Basin Street Properties and he believes that Basin Street will make good on their promise to commit to paying half the grant match funds and he takes Basin Street Properties and Mr. White at their word. If the City turns this down tonight, he believes it is likely that eight or nine

years from now there will still be no development at this site. Rumiano Cheese is a very successful, homegrown company and will be a welcome addition into the City. This is undoubtedly a lot of money but he believes that as a Council, they would not be doing due diligence to the citizens and to the community if they were not to pass this item this evening.

Council Member Mello stated that the City is going to have a lot of responsibility and there is some amount of risk, but he believes if this was a horse race it would be a two-to-one favor that the horse is going to win. It is risky, but he is okay with it.

Council Member Yoder stated that this opportunity may come around once in a lifetime and it is something that he thinks the Council needs to take advantage of and take that first step to get this land developed into a viable source of revenue for the City to sustain its future. If the Council sits back and does nothing, they will likely get nothing. You spend money to make money and if the Council is not willing to spend money they will be sitting here ten years from now wondering how they missed the boat and how they are going to grow. We have this opportunity now to pave the City's future and he believes that this project – as risky and as expensive as it may be – is going to benefit the community of Willows and will serve the greater number of good for the greater number of people and the reward is greater than the risk.

Council Member Williams stated that Finance Director Sailsbery had made an earlier comment in regards to whether the City can actually utilize the sewer enterprise fund. Mr. Sailsbery stated that what the Council is doing at this stage is making the commitment of the financial resources available, but the City is liquid enough to meet the match of the City exclusive of everything that is going on. He doesn't believe there is a problem with utilizing the Sewer reserve funding to help to demonstrate the City's liquidity. There is, however, a potential issue with actually physically utilizing the sewer enterprise fund. He explained that between the drawdowns of the loan and the drawdowns with the developer of Basin Street, the City can likely do this without utilizing the sewer enterprise fund other than to demonstrate the City has the cash available to meet the match. There will still be items to sign, agreements to enter into and a number of other issues that will eventually come back before the Council. Staff is also looking into the possibility of utilizing existing development impact fee fund balances to help with the match. The City is looking to mitigate the possible debt risk to the City and staff is looking into several possible options and they hope to come back before the Council to accelerate the pay down of the debt as soon as possible.

Council Member Williams stated that the Council has heard comments tonight from both Basin Street Properties and from 3CORE and he stated that he would like to hear from Mr.

Rumiano if possible, because he was told that there has been a “Good Faith” commitment from Rumiano Cheese to develop at this site.

John Rumiano, owner of Rumiano Cheese Company, addressed the Council. He stated that he has been listening to the Council’s discussion and it all makes sense for the Council to be conservative. He stated that Rumiano Cheese still has a lot of planning and financing to do as it pertains to their potentially building a new facility in the City at this project site. Rumiano Cheese has also looked into other potential sites to build a new facility, but Willows is their home and they would like to stay in Willows, so it would be good if the City Council could find the money to move forward with this project. Mr. Rumiano stated that Rumiano Cheese still has some additional work to do before they can be 100 percent committed.

Mayor Domenighini stated that it is probably pretty obvious how the vote on this item is going to go. He asked that his comments be on the record that he has concerns about the approximate \$630,000 General Fund exposure to the City. He can understand the economic development aspect of this and the great desirability of keeping Rumiano Cheese in the area, but he really doubts the City Council would have approved this back in 2008 if they knew they would have to invest \$630,000 plus interest over a ten year span to get it going. The City doesn’t have a \$1.3 million reserve at the end of this fiscal year and is currently looking at a \$300,000 deficit. With the recent restructuring of the employees’ wage scales the city will be looking at roughly an additional \$60,000 per fiscal year deficit for upcoming years and that will have to come out of the roughly \$500,000 reserve that the City currently has left. Add that to the desire to fund a new Police Officer position and the need to purchase new Fire Department equipment, he just doesn’t see the numbers coming out on this. He stated that he will look for a motion on this Resolution, but for the aforementioned reasons, to sum it up he believes this is a gift of public funds and it is one thing to fund the façade improvement program but this is just too much money for him to be comfortable with. Council Member Williams pointed out to Mayor Domenighini that former City of Willow Mayor, Vince Holvik, was in the audience and he asked Mr. Holvik if he had any comments about this project and what his feelings are about it. Mr. Holvik stated that this type of opportunity will likely only come around once and he concurs with what Council Member Yoder stated earlier that you have to spend money in order to make money. He doesn’t believe that the City will ever get this type of opportunity again and therefore it is his opinion that the Council should take it while they can.

With that, Mayor Domenighini stated that he would entertain a motion on the Resolution. **M/S – Hansen/Yoder** to adopt a Resolution entitled “A Resolution of the City Council of the City of Willows authorizing acceptance of the U.S. Economic Development Administration Assistance Program Grant; EDA Control Number 109314 and the execution

of any standard agreement, any amendments thereto, and of any related documents necessary to participate in the EDA funding program opportunity.” The motion passed 4/1 by the following roll call vote:

AYES: Williams, Yoder, Mello & Hansen

NOES: Mayor Domenighini

- b) Consider approval of the schedule and procedures for appointment of one individual to fill the unexpired term of Adrienne Haylor on the Willows Library Board of Trustees and select two Council Members to serve as a selection subcommittee:

On August 20, 2015, Adrienne Haylor submitted a written letter of resignation to the City, giving up her seat on the Willows Library Board of Trustees effective September 11, 2015. The term of this seat is set to expire on June 30, 2016. It has been the City’s practice to advertise these positions in order to give citizens an opportunity to participate on the Library Board. Staff is asking for two Council Members to volunteer to serve as a subcommittee in order to review applications and/or interview applicants. Council Members **Williams & Mello** volunteered to serve on this subcommittee.

12. Council Member Reports:

- Council Member Hansen reported that he attended the August 27 Glenn County Waste Management Regional Agency Committee meeting and he gave the Council and update on the KVB Project’s Environmental Impact Report.
- Mayor Domenighini reported that he plans to attend the upcoming LAFCO meeting.

13. Executive Session: Pursuant to Government Code Section 54954. Pursuant to Government Code Section 54954.3, the public had an opportunity to directly address the legislative body on the items below prior to the Council convening into Closed Session. No members of the Public spoke and the City Council convened into Executive Session at 8:35 p.m. for the following:

PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT pursuant to Section 54957(b)1
Title: City Manager

14. Report out from Executive Session:

The City Council reconvened into open session at 10:21 p.m. and Mayor Domenighini made the following report-out:

The City Council has tentatively approved the terms and conditions of an employment agreement with Scott Taylor to be hired as the new City Manager for the City of Willows. Pending successful completion of a background investigation of Mr. Taylor, the City Council will ratify the agreement at their meeting scheduled for September 22, with an anticipated start date of employment to be October 5, 2015.

15. **Adjournment:** Mayor Domenighini adjourned the meeting at 10:22 p.m.

Dated: September 8, 2015

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider